

TROWSE with NEWTON PARISH COUNCIL
The Manor Rooms, The Street, Trowse, Norwich NR14 8ST
E-mail: trowsepc@yahoo.co.uk Tel: 07899798853

**You are summoned to the Annual meeting of
Trowse with Newton Parish Council
to be held on Monday, 22 May 2017 at 7.15pm
in the Manor Rooms, The Street, Trowse
for the purpose of transacting the following business**

Gina Lopes
17.05.17

Clerk to Trowse with Newton Parish Council

AGENDA

1) Election of Chairman

To nominate Chairman & sign the Declaration of Acceptance of office

2) Election of Vice-Chairman

To nominate Vice-Chairman (x2) & sign the Declaration of Acceptance of office

3) Apologies for absence

4) Declarations of interest

Members should declare personal or prejudicial interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared, the member must disclose the interest and withdraw from the meeting when the item is discussed.

6) Suspension of meeting for Public Participation

10 MINS

Resolution to suspend the meeting to invite members of the public to speak

7a) Minutes of the meeting held 24 April 2017 – for acceptance

5 MINS

7b) Minutes of the Annual Parish meeting held 24 April 2017 – for accuracy only

8) County Councillor's Report – to receive a written or verbal report

5 MINS

9) District Councillor's Report – to receive a written or verbal report

5 MINS

10) Planning matters

30 MINS

a) Applications received to date - for consideration

2017/1014 – 15 Whitlingham Hall - Retention of tool store

2017/0962;0963;0964;0965 – Land North of A146 & East of White Horse Lane –

Discharge of conditions 3 – 8 & 12

b) Decision notices received to date – for information

2017/0267 – 5 The Paddock – remove two sheds, erect garden building - Approve with conditions

2017/0287 – Land North of A146 & East of White Horse Lane – Discharge of conditions 3,4,10,11,12,15,16& 17 from pp 2013/0463 – Approve

2017/0467 – 10 Newton Close – Two-storey extension above the garage and single storey rear extension – Approve with conditions

2017/0605 – 5 Blockhill Cottages – Proposed conservatory – Approve with conditions

C/4/2016/4001 – Old Station Yard, Bracondale – Retrospective application for installation of tanks for storage of LPG & assoc works – Approve

2017/0813 -19 Newton Close - Approve with conditions

2017/0854 - The Manor Rooms - Works to trees in Conservation Area – no objections

c) Planning correspondence – for consideration

Norfolk Homes – Mr Nicholls to update

Draft Broads Landscape & Landscaping Guide Consultation – for consideration

Whitlingham Lane Vans correspondence – for consideration

11) Finance matters

20 MINS

a) **Annual review of effectiveness of internal audit** – for consideration

b) **Annual review of financial risks & internal control** – for consideration

c) **Annual review of asset register** – for consideration

d) **Annual review and renewal of insurance** – for resolution

e) **Internal audit report** – for acceptance and approval

f) **End of year financial reports 31 March 2017** – for acceptance and approval

g) **Completion of Annual Return 31 March 2017** – for resolution

i) **Section 1 – Annual Governance Statement for Trowse with Newton Parish Council**

ii) **Section 2 – Accounting Statements for Trowse with Newton Parish Council**

12) Standing Orders And Financial Regulations

10 MINS

Adoption of revised Standing Orders and Financial Regulations

13) Allotments, Churchyard, Common and Cemetery

a) **Gardening work & grounds maintenance** – update

b) **Play Inspection report** – for consideration

14) Correspondence received to-date

5 MINS

Norfolk Alliance meeting – 19 July 2017 at 7.15pm

15) Chairman's urgent business – if any