

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting
on: Monday 21st October 2024 at 7.15pm at Trowse Manor Rooms

Please contact the clerk at trowsepc@outlook.com with any questions.

Kate Leggett (Parish Clerk)

Agenda

1. Apologies for absence

2. Declaration of Interest and Dispensations.

To consider the process for dispensations – either via the Clerk or by Full Council.

To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form.
You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest but can speak and vote on the matter. Whenever you declare an interest, you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

4.1 To confirm the minutes of the last Parish Council Meeting held on 16th September 2024

4. PUBLIC FORUM

4.1 -To receive reports from County/District Councillors

4.2 - To receive matters from the public

5. MATTERS ARISING FROM PREVIOUS MEETINGS

Decisions/Actions	Responsible person
Manor Rooms change of meeting days	Clerk (actioned)
Peter Crane Bench	Clerk (actioned)

6. PARKING

6.1 – Update from Clerk regarding the Parking scheme. To discuss and approve any actions.

7. UPDATES FROM FINANCE, PERSONNEL AND COMMUNICATIONS AND OPEN SPACES COMMITTEES

7.1 – Personnel and Communications committee update from chair

7.2– Finance committee update from committee chair.

a) To seek approval from Full Council for the transfer of money to the savings account.

7.3– Open Spaces update from committee chair.

a) Update from Biodiversity working group.

b) To discuss and agree actions pertaining to the Cemetery fence work.

c) To approve the lighting installation on the White Horse Lane development, in line with 2024-09-13 Section 38 Agreements White Horse Lane Trowse Stage 1 Phases 1 & 2 Norfolk Homes
I.9/7/16/0803/MLM

d) To approve quote recommendation from OS Committee for the repairs to the play area; a sum of £5638.00 +VAT (recoverable).

8. MANOR ROOMS

8 - Report from Manor Rooms Management Committee.

9. FINANCIAL MATTERS

9.1- To agree Payments for September 2024 as circulated.

9.2 –To agree Bank reconciliations for September 2024 as circulated

9.3 – Budgets for 25/26. Clerk and Cllr Bowers to take members through the budget setting process.

9.4 – CIL funds. To discuss and approve the spending of CIL funds received.

10. PLANNING

None for this meeting.

11. POLICIES AND OTHER ITEMS

11.1 – Memorial bench for Peter Crane. To discuss and approve bench type, update from Clerk.

11.2 – Update from the Clerk re policies and the PC website. These include a Co-option Policy and FOI information.

11.3 – Neighbourhood Plan referendum. For information, the Neighbourhood Plan referendum has been scheduled for Thursday 14th November 2024, in the Manor Rooms.

11.4 – Standing Orders. To agree to adopt the Council's Standing Orders.

12. DATE AND TIME OF NEXT MEETING

Monday 18th November 2024 @ 7.15pm.