

NARBOROUGH PARISH COUNCIL

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Chairman, Mr David Williams
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Councillors are hereby summoned to attend the Full Council meeting of Narborough Parish Council on **Monday, 6th September 2021 at 7.30pm** in the **Meeting Room, Community Centre, Chalk Lane** for the purpose of transacting the business on the agenda below.

Sara Porter

Sara Porter (Mrs)
Parish Clerk
1st September 2021

The meeting is open to the press and public. Any parishioner wishing to raise a matter on the agenda should speak when invited by the Chairman during the 'Public Open Forum'.

Meetings of the Council may be filmed, recorded and/or broadcasted by the press, members of the public, Councillors and/or the Clerk. The Parish Council's own recording of a Council meeting will be held by the Clerk and be available for public inspection (excluding any recorded confidential business) until the next meeting of the Council when the written minutes are formally approved, after which time the file will be permanently deleted. **The Chairman will provide emergency evacuation procedures, request that mobile phones be switched off/set to silent and remind attendees that the law does not permit non-elected Members of the Council to take part during the Council meeting unless consented to do so.**

AGENDA

- 1. To receive and accept apologies and reasons for absence**
- 2. To receive declarations of interest for items on the agenda** (under the Breckland Code of Conduct) **and any requests for dispensation**
- 3. To agree the minutes of the Council Meeting held on Monday, 2nd August 2021 (Items 1-13 [08/2021])**
- 4. To receive Chairman's announcements and matters for consideration**

To adjourn the meeting in order to allow reports and the press and/or members of the public to address the Council in a PUBLIC OPEN FORUM

Reports

County Councillor

District Councillor

Public Participation (maximum 15 minutes – 3 minutes per speaker)

- 5. To receive and approve Finances**
 - 5.1. To receive the current financial reports (circulated prior to the meeting) – Cllr Hayes to report
 - 5.2. To approve Cllr Pipe attending a future Norfolk ALC course 'Being an Effective Councillor Induction Training' at a cost of £60.00
 - 5.3. To approve Cllr Bentley and/or Cllr Hayes attending a future Norfolk ALC course 'Chairing-in-Person Meetings' training at a cost of £40.00 each (10% discount for attending the same session)
 - 5.4. To approve the purchase of a village community defibrillator from Community Heartbeat Trust at a cost of £1,765.00 + £353.00 VAT (total £2,118.00) and approve, in principle, a maximum cost for the electrical installation (circulated prior to agenda) – Cllr Hayes to report
 - 5.5. To receive project proposals for consideration in the 2022/2023 budget – Cllr Hayes to report
 - 5.6. To receive and agree finances since last meeting and approve pre-authorised payments and pending disbursements to be made (circulated with agenda / late bills & receipts to be tabled at meeting):

Date	Payee	Description	Transaction	Net £	VAT £	Gross £	Receipt £
04.08.2021	Anglia Computer Solutions	Microsoft 365 Rent	BACS	9.40	1.88	11.28	0.00
05.08.2021	Anglia Computer Solutions	Microsoft 365 Rent	DD	9.40	1.88	11.28	0.00
11.08.2021	E-On	Street Lighting July	DD	182.62	9.13	191.75	0.00
19.08.2021	Comm-Tech Voice Data Ltd	Horizon Phone Rent	DD	13.06	2.61	15.67	0.00
06.09.2021	CGM	Churchyard Paths Herbicide	BACS	30.00	6.00	36.00	0.00

06.09.2021	Clerk	Travel & Home Expenses Aug	BACS	21.25	0.00	21.25	0.00
To be paid	Westcotec	Street Light Maintenance Jan-Aug	BACS	381.88	76.36	458.24	0.00
To be paid	Clerk	Salary Aug	BACS	315.01	0.00	315.01	0.00
To be paid	HMRC	PAYE/NI Contributions Aug	BACS	78.80	0.00	78.80	0.00
To be paid	Community Heartbeat Trust	Defibrillator	BACS	1,765.00	353.00	2,118.00	0.00
Totals this month				2,806.42	450.86	3,257.28	0.00

- 6. To consider a highways project for the Parish Partnership Scheme 2022/2023 – bids to be submitted by 10th December 2021**
- 7. To receive and discuss correspondence**
 - 7.1. For action/information (circulated prior to/with agenda)
 - 7.1.1. To consider supporting the campaign to combat new offshore windfarms connecting to onshore electricity substations
 - 7.2. Late correspondence for action/information
- 8. To consider and discuss updates on community matters**
 - 8.1. To consider potential areas for the future provision of a cemetery (ongoing item)
 - 8.2. To receive confirmation of a grant awarded for £3,734.30 from the County Councillor's annual Local Members Highways Budget and formally approve the contract to Jacksons Fencing and skip hire (details circulated prior to agenda)
 - 8.2.1. To nominate a lead Councillor to manage the fencing and trees project
 - 8.3. To receive update on a proposed Community Litter Pick in September 2021
 - 8.4. The Queen's Platinum Jubilee Weekend 2nd-5th June 2022 (ongoing item)
- 9. To consider planning applications and note planning decisions from Breckland Council**
 - 9.1. Planning applications
 - 9.1.1. 3PL/2021/1142/F – Land adjacent to the Cabin, Swaffham Road – Removal of existing static caravan, to be replaced with proposed log cabin style dwelling and associated stable block/garage – comments by 1st September 2021
 - 9.1.2. 3PL/2021/1143/F – Land at Stellas Farm, Swaffham Road – Proposed log cabin style dwelling and associated stable block/tack room – comments by 1st September 2021
 - 9.2. Planning decisions
 - 9.2.1. 3PL/2021/0983/HOU – 82 Westfields – Single storey front and rear extension – comments by 28th July 2021 – Approved
 - 9.3. Late planning applications and notices of decision
 - 9.4. Planning updates / enforcements / appeals and other notifications (for information only) – Cllr Hayes to report
 - 9.5. To receive update on the site visit held on Friday, 3rd September 2021 with the Agent, regarding planning application 3PL/2015/1180/O – Land to the West of Chalk Lane – Reserved matters application following outline permission 3PL/2015/1180/O - Erection of 40 dwellings – Chairman to report
- 10. Reports from Outside Bodies**
 - 10.1. Narborough & Narford Community Centre – Cllr Hayes to report
 - 10.2. Sports & Social Club – Chairman to report
- 11. To receive any Councillors' issues and/or village matters**
- 12. To record the date of the next Full Council meeting:**
 - 12.1 The next meeting of the Council is scheduled to take place on Monday, 4th October 2021 at 7.30pm in the Main Hall, Community Centre, Chalk Lane
- 13. Exclusion of Press and Public – To consider a resolution under the Public Bodies (Admission to meetings) Act 1960 Section 1 that the press and public be excluded from the meeting in order to discuss the following confidential item**

Councillors may not film, record and/or broadcast from this point forward