

# NARBOROUGH PARISH COUNCIL

Parish Clerk, Mrs Sara Porter  
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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, 7<sup>th</sup> March 2022 at 7.30pm** in the **Florence Green Room, Community Centre, Chalk Lane** for the purpose of transacting the business on the agenda below.

*Sara Porter*

Sara Porter (Mrs)  
Parish Clerk  
2<sup>nd</sup> March 2022

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, 7<sup>th</sup> February 2022 (Items 1-13 [02/2022])**
- 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 bank statements and financial reports (circulated prior to the meeting) – Cllr Hayes to report
  - 5.2. To receive the cost for 20 flood barriers and approve the disbursement (deferred from previous meeting)
  - 5.3. 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 £
10.02.2022	Community Centre	Room Hire 07.02.2022	SO	20.00	0.00	20.00	0.00
18.02.2022	Comm-Tech Voice Data Ltd	Horizon Phone Rent	DD	89.83	17.96	107.79	0.00
To be paid	Clerk	Salary Feb	BACS	315.01	0.00	315.01	0.00
To be paid	Clerk	Clerk Expenses Feb	BACS	21.25	0.00	21.25	0.00
To be paid	HMRC	PAYE/NI Contributions Feb	BACS	78.80	0.00	78.80	0.00
<b>Totals this month</b>				<b>524.89</b>	<b>17.96</b>	<b>542.85</b>	<b>0.00</b>

- 5.4. To approve, in principle, the payment of invoices received in March 2021, in order that they are paid in this financial year (invoices will be circulated to Councillors by the Clerk prior to payments being made)**
- 6. To receive and discuss correspondence**
  - 6.1. For action/information (circulated prior to/with agenda)
    - 6.1.1. Norfolk Resilience Forum – Community Resilience support

- 6.2. Late correspondence
- 7. To consider and discuss updates on community matters**
  - 7.1. Update on community payback / youth offending work
  - 7.2. The Queen's Platinum Jubilee Weekend 2<sup>nd</sup>-5<sup>th</sup> June 2022
    - 7.2.1. To receive and consider quotations for commemorative items and approve the disbursement for 150 (circulated with agenda)
    - 7.2.2. To receive and consider quotations for oak trees and approve the disbursement for two (circulated with agenda)
    - 7.2.3. To consider village events and activities to be held during this weekend (community meeting Wednesday, 9<sup>th</sup> March 2022 to discuss ideas)
  - 7.3. To receive ideas for potential green areas for tree planting
  - 7.4. To consider holding a community litter picking event as part of the Keep Britain Tidy Great British Clean (Friday, 25<sup>th</sup> March 2022 – Sunday, 10<sup>th</sup> April 2022)
  - 7.5. To receive update on the defibrillator registration by the East of England Ambulance Service
  - 7.6. To receive an update on the soft landscaping works of the football pitch
- 8. To consider planning applications and note planning decisions from Breckland Council**
  - 8.1. Planning applications
  - 8.2. Planning decisions
    - 8.2.1. 3DC/2021/0334/DOC – 8 Spelman Way – Discharge of Conditions Nos 9 & 14 on 3PL/2012/1093/O Confirmation of Conditions (Discharge Conditions) – Withdrawn
    - 8.2.2. 3PL/2021/0304/D – Land North of 1-14 Swaffham Road – Reserved matters application following outline permission 3PL/2017/1046/O for 6 No. market sale building plots and 4 No. affordable homes – Approved
  - 8.3. Late planning applications and notices of decision
  - 8.4. Planning updates / enforcements / appeals and other notifications (for information only) – Cllr Hayes to report
- 9. Reports from Outside Bodies**
  - 9.1. Narborough & Narford Community Centre
  - 9.2. Sports & Social Club
    - 9.2.1. To receive quotations from the Sports & Social Club for the construction of a new wall and consider part-funding this project under S19 Local Government (Miscellaneous Provisions) Act 1976
- 10. To receive any Councillors' issues and/or village matters**
- 11. To record the date of the next Full Council meeting:**
  - 11.1 The next meeting of the Council is scheduled to take place on Monday, 4<sup>th</sup> April 2022 at 7.30pm, following the Annual Parish Meeting at 7.00pm, in the Florence Green Room, Community Centre, Chalk Lane
- 12. 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**
  - 12.1. To receive and consider quotations for the repair of the east bound bus shelter – Cllr Reynolds to report  
*Councillors may not film, record and/or broadcast from this point forward*