

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, 4th April 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
30th 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

- To receive and accept apologies and reasons for absence**
- To receive declarations of interest for items on the agenda (under the Breckland Code of Conduct) and any requests for dispensation**
- To agree the minutes of the Council Meeting held on Monday, 7th March 2022 (Items 1-12 [03/2022])**
- 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)

- To receive and approve Finances**
 - To receive the current bank statements and financial reports (circulated prior to the meeting) – Cllr Hayes to report
 - To consider renewing the Norfolk ALC membership at an annual cost of £276.77
 - To receive the cost for 20 flood barriers and approve the disbursement (deferred from previous meeting)
 - 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 £
2021/2022							
08.03.2022	Anglia Computer Solutions	Microsoft 365 Rent	DD	9.40	1.88	11.28	0.00
10.03.2022	Community Centre	Room Hire 07.02.2022	SO	20.00	0.00	20.00	0.00
30.03.2022	Sara Porter (John Lewis)	Op Lon Bridge Condolence Book	BACS	16.67	3.33	20.00	0.00
30.03.2022	Sara Porter (Primrose)	2 x Oak Trees & Care Kits	BACS	102.46	20.49	122.95	0.00
30.03.2022	Clerk	Clerk Expenses Mar	BACS	21.25	0.00	21.25	0.00
30.03.2022	Clerk	Salary Mar	BACS	376.57	0.00	376.57	0.00
30.03.2022	HMRC	PAYE/NI Contributions Mar	BACS	94.00	0.00	94.00	0.00
Total (2021/2022)				640.35	25.71	666.06	0.00

2022/2023							
To be paid	Norfolk ALC	Annual membership/website host	BACS	276.77	0.00	276.77	0.00
Total (2022/2023)				276.77	0.00	276.77	0.00
Grand Totals (both financial years)				917.12	25.71	942.83	0.00

6. To receive and discuss correspondence

6.1. For action/information (circulated prior to/with agenda)

6.1.1. To consider submitting a response on the Local Transport Plan 4, Implementation Plan (consultation open Monday, 21st March 2022 to Monday, 2nd May 2022)

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 2nd-5th June 2022

7.2.1. To receive debrief on the community meeting held on Wednesday, 9th March 2022 and approve actions and disbursements to be made

7.2.2. To consider the insurance implications of events with 500+ attendees (if applicable)

7.2.3. To receive and consider costs for commemorative items and approve the disbursement for 150 (deferred from previous meeting)

7.2.4. To consider holding a community litter picking event prior to the Jubilee weekend

7.3. To receive ideas for potential green areas for tree planting (deferred from previous meeting)

7.4. Community defibrillator

7.4.1. To receive quotations for a sponsorship plaque for the defibrillator and approve the disbursement

7.4.2. To receive details of AED training for the community

7.5. 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

8.1.1. 3PL/2022/0252/F – Land to the north of 1-14 Swaffham Road – Residential development, including the erection of 10 dwellings, alternations to the existing access onto Narford Road, construction of new internal access road and a new pedestrian link to Swaffham Road – comments by 28th March 2022 with extension approved to 6th April 2022

8.2. Planning decisions

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 Annual Meeting of the Council is scheduled to take place on Wednesday, 4th May 2022 at 7.30pm, in the Florence Green Room, Community Centre, Chalk Lane

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

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 details of the National Joint Council (NJC) 2021/2022 backdated pay offer on spinal column points (SCP) [circulated prior to the agenda]

12.2. To review the Clerk's annual salary (currently SCP 18)