

NARBOROUGH PARISH COUNCIL

Parish Clerk, Mrs Sara Porter
01760 337187
narboroughpcnorfolk@hotmail.com

Chairman, Mr Peter Wilkinson
01760 338819
peter.wilkinson@breckland.gov.uk

narboroughcouncil.norfolkparishes.gov.uk

Councillors are hereby summoned to attend the Council Meeting of Narborough Parish Council on **Monday, 6th June 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 May 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 approve the minutes of the Annual Meeting held on Wednesday, 4th May 2022 (Items 1-18 [05/2022])**

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)

- 4. To receive and approve Finances**
 - 4.1. To receive the current bank statements and financial reports (circulated prior to the meeting)
 - 4.2. To receive the revised quotation received from Mr I Hindle for £721.23 (increase of £257.85) for the repair of the east bound bus shelter and approve the disbursement
 - 4.3. To approve the annual Council insurance (LTA 2021-2026) renewal with Zurich Insurance due 1st June 2022 at a cost of £763.31 (2021/2022 premium was £748.31)
 - 4.4. To consider local Grants and Donations (LGA S137)
 - 4.4.1. Norfolk Accident Rescue Service (NARS) (circulated with agenda)
 - 4.5. 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 £
06.05.2022	Anglia Computer Solutions	Microsoft 365 Rent	DD	9.40	1.88	11.28	0.00
09.05.2022	HMRC	VAT Reclaim 2021/2022	BACS	0.00	0.00	0.00	2,127.23
10.05.2022	Community Centre	Room Hire 04.05.2022	SO	20.00	0.00	20.00	0.00
23.05.2022	N Power	Street Lighting Apr	DD	257.29	12.86	270.15	0.00
31.05.2022	Zurich Insurance	Annual Insurance	BACS	763.31	0.00	763.31	0.00
06.06.2022	Anglia Computer Solutions	Microsoft 365 Rent	DD	9.40	1.88	11.28	0.00
To be paid	Norfolk ALC	Summer Conference x 3 Cllrs	BACS	75.00	0.00	75.00	0.00
To be paid	CGM	Grounds Maintenance Church Apr	BACS	463.00	92.60	555.60	0.00

To be paid	Mr I Hindle	Bus shelter repairs	BACS	721.23	0.00	721.23	0.00
To be paid	Clerk	Clerk Expenses May	BACS	21.25	0.00	21.25	0.00
To be paid	Clerk	Salary May	BACS	333.64	0.00	333.64	0.00
To be paid	HMRC	PAYE/NI Contributions May	BACS	83.40	0.00	83.40	0.00
Totals				2,756.92	109.22	2,866.14	2,127.23

- 5. To receive and discuss correspondence**
 - 5.1. For action/information (circulated prior to/with agenda)
 - 5.2. Late correspondence
- 6. To consider and discuss updates on community matters**
 - 6.1. Update on community payback / youth offending work
 - 6.2. The Queen's Platinum Jubilee Weekend 2nd-5th June 2022 debrief of events
 - 6.3. Community defibrillator
 - 6.3.1. To consider AED training for the community
- 7. To consider planning applications and note planning decisions from Breckland Council**
 - 7.1. Planning applications
 - 7.2. Planning decisions
 - 7.2.1. 3DC/2022/0085/DOC – Forester Lodge, Main Road – Discharge of Conditions 3,5,9,10 on 3PL/2018/1176/F (Discharge Conditions) – DOC - COMPLETE
 - 7.3. Late planning applications and notices of decision
 - 7.4. Other planning matters / enforcements / appeals and other notifications (for information only)
- 8. To receive any Councillors' issues and/or village matters**
- 9. To record the date of the next Full Council meeting:**
 - 9.1. The next meeting of the Council is scheduled to take place on Monday, 4th July 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
- 10. 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**