

NARBOROUGH PARISH COUNCIL

Parish Clerk, Mrs Sara Porter
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Chairman, Mr Peter Wilkinson
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Councillors are hereby summoned to attend the Council Meeting of Narborough Parish Council on **Monday, 3rd April 2023 at 7.30pm** in the **Church Room, All Saints Church, Main Road** for the purpose of transacting the business on the agenda below.

Sara Porter

Sara Porter (Mrs)
Parish Clerk
28th March 2023

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 notification of the resignation of Cllr Jonathan Reynolds on Wednesday, 8th March 2023**
- 3. To receive declarations of interest for items on the agenda and any requests for dispensation**
- 4. To approve the minutes of the Council Meeting held on Monday, 6th March 2023 (Items 1-12 [03/2023])**

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

PC Paula Gilluley – Norfolk Constabulary Community Engagement Officer

County Councillor

District Councillor

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

- 5. To receive Chairman's announcements on current Council business**
- 6. To receive and approve Finances**
 - 6.1. To receive the current bank statements and financial reports (to be circulated prior to the meeting)
 - 6.2. To receive and consider quotations for a Queen's Green Canopy plaque and approve the disbursement (circulated with agenda)
 - 6.3. To receive quotations to repair/renew the five village Council noticeboards – Chairman to report
 - 6.4. To consider contracting Mr I Hindle for future Council maintenance jobs in the village
 - 6.5. 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 £
07.03.2023	Westcotec	Street Light Maintenance Feb	DD	54.33	10.87	65.20	0.00
10.03.2023	Parochial Church Council	Room Hire 06.03.2023	SO	14.00	0.00	14.00	0.00
17.03.2023	N Power	Street Lighting Feb	DD	175.43	8.77	184.20	0.00
17.03.2023	Dash UK	Coronation Mug damaged refund	BACS	0.00	0.00	0.00	4.30
To be paid	Clerk	Salary Mar	BACS	511.32	0.00	511.32	0.00
To be paid	Clerk	Clerk Expenses Mar	BACS	22.60	0.00	22.60	0.00

To be paid	HMRC	PAYE/NI Contributions Mar	BACS	127.80	0.00	127.80	0.00
Totals				905.48	19.64	925.12	4.30

- 7. To receive Councillors' comments based on a new Local Emergency Plan, as recommended by Breckland District Council** (circulated prior to agenda)
 - 7.1. To note grit bin requirements lacking Norfolk County Council support
- 8. To receive and discuss correspondence**
 - 8.1. For action/information (circulated prior to/with agenda)
 - 8.2. Late correspondence
- 9. To receive Highways & Transport Matters and consider and approve any actions required**
 - 9.1. Update on the LED conversion of the street lights and backplates fitted by Westcotec
- 10. To consider planning applications and note planning decisions from Breckland District Council**
 - 10.1. Planning applications
 - 10.2. Planning decisions
 - 10.3. Late planning applications and notices of decision
 - 10.4. Other planning matters / enforcements / appeals and other notifications (for information only)
- 11. To receive reports from Councillors (as listed on agenda) regarding issues and community matters** (circulated with agenda if applicable)
 - 11.1. Diocese of Norwich Education and Academies Trust meeting Wednesday, 29th March 2023 regarding proposals to open a new nursery in September 2023 – Chairman and Cllr Pipe to report
- 12. To record the date of the next Full Council meeting:**
 - 12.1. The Annual Meeting of the Council is scheduled to take place on Wednesday, 10th May 2023 at 7.30pm, in the Church Room, All Saints Church, Main Road

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