

NARBOROUGH PARISH COUNCIL

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Chairman, Cllr David Williams
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Councillors are hereby summoned to attend the **Full Council Meeting** of Narborough Parish Council on **Wednesday, 3rd April 2024 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
26th March 2024

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 approve the minutes of the Council Meeting held on Monday, 4th March 2024 (Items 1-11 [03/2024])**

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 Chairman's announcements on current Council business**
- To receive and approve Finances**
 - To receive the current bank statements and financial reports (to be circulated prior to the meeting)
 - To receive details of the Government's one-off grant of £100.00 + £20.00 VAT (total £120.00) and consider adopting the Gov.uk domain name registration for £12.00 + £2.40 VAT (total £14.40) for 2 years (£56.00 + VAT per year thereafter) and approve the disbursement (details circulated prior to and with the agenda)
 - 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 £
07.03.2024	Anglia Computer Solutions	Microsoft 365 Rent February	DD	10.30	2.06	12.36	0.00
11.03.2024	Parochial Church Council	Room Hire 04.03.2024	SO	14.00	0.00	14.00	0.00
19.03.2024	Npower	Street Lighting Power February	DD	417.56	20.88	438.44	0.00
To be paid	K&M Lighting Services Limited	Street Light Maintenance Mar	BACS	38.86	7.77	46.63	0.00
To be paid	K&M Lighting Services Limited	Back plate adj Bramble House	BACS	85.00	17.00	102.00	0.00
To be paid	Clerk	Annual Ready Ink charges	BACS	40.00	0.00	40.00	0.00
To be paid	Clerk	Clerk Expenses March	BACS	22.60	0.00	22.60	0.00
To be paid	Clerk	Salary March	BACS	545.85	0.00	545.85	0.00
To be paid	HMRC	PAYE/NI Contributions March	BACS	136.60	0.00	136.60	0.00
Totals				1,310.77	47.71	1,358.48	0.00

- 6. To receive reports from Councillors/Clerk (as listed on agenda) regarding issues and community matters** (circulated with agenda if applicable)
 - 6.1. Emergency Plan update – Cllr Williams to report
 - 6.2. Council Facebook page – Cllr Williams to report
 - 6.3. Biodiversity matters (under the ‘biodiversity duty’ of the Environment Act 2021)
 - 6.4. Community Centre D Day 80th Anniversary grant award of £500.00 from Breckland District Council – Cllr Williams to report
- 7. To consider planning applications and note planning decisions from Breckland District Council**
 - 7.1. Planning applications
 - 7.1.1. 3PL/2024/0052/F – Barge Cottages, Main Road – Conversion of a former Doctors surgery to a 3-bedroom dwelling along with conversion of 3 existing holiday lets to separate residential dwellings within the same building (Revised Details - Amended red line location plan) – comments by 5th April 2024
 - 7.2. Planning decisions
 - 7.2.1. 3AG/2024/0001/AG – Stella's Middle Field – Construction of a water storage reservoir for irrigation purposes – Prior approval is given
 - 7.3. Late planning applications and notices of decision
 - 7.4. Other planning matters / enforcements / appeals and other notifications
 - 7.4.1. 3BT/2024/0007/BT – MUNDFORD: Land at Mundford STW Cranwich Road – Prior approval for Arqiva Smart Metering 1No. Omni at 23.8m mean mounted on proposed 22.5m streetworks pole. Proposed Arqiva Smart Metering 1No. GPS Antenna at 4.14m mean mounted on proposed streetworks pole. Proposed Arqiva Smart Metering 1No. 3G Omni Antenna at 4.15m mean mounted on proposed streetworks pole and proposed Arqiva Smart Metering Equipment enclosure to be installed on a root foundation (The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 16, Class A) – Prior approval application for telecommunications development (it is not a planning application) – comments by 2nd April 2024
 - 7.4.2. 3BT/2024/0006/BTM – NARBOROUGH: Chalk Farm – Prior approval for New 25m 5G Mast (The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 16, Class A) – Prior approval application for telecommunications development (it is not a planning application) – comments by 2nd April 2024
- 8. To receive and discuss correspondence for action/information** (circulated prior to/with agenda)
 - 8.1. To receive request for litter bags to be distributed to volunteer village litter pickers and receive details of the cost and approve the disbursement (circulated prior to and with the agenda)
- 9. To receive and discuss late correspondence/enquiries**
- 10. Parish Partnership Scheme 2024/2025**
 - 10.1. To receive approval from Norfolk County Council for £5,027.00 + £2,000.00 County Cllr Members Fund Contribution (50% of the total bus shelter replacement scheme costs are £10,054.00) (circulated with agenda)
- 11. To receive Highways & Transport Matters and consider and approve any actions required**
- 12. To record the date of the next Full Council meeting:**
 - 12.1. Annual Meeting Wednesday, 8th May 2024 at 7.30pm, in the Church Room, All Saints Church, Main Road