

NEATISHEAD PARISH COUNCIL

SUMMONS TO THE PARISH COUNCIL MEETING

At New Victory Hall, Neatishead

Thursday 18th January 2024 at 7.30pm

For the purpose of transacting the following business

Press and public are welcome to attend. At item 5 the public will be invited to give their views/questions to the Parish Council on issues on the agenda or raise issues for consideration of inclusion at a future meeting.

1. APOLOGIES

To consider apologies for absence

2. DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION

Members are invited to declare a previously undisclosed interest relating to items on the agenda and to receive any applications for dispensations.

3. MINUTES OF THE PREVIOUS MEETING

To confirm and agree the minutes of the Parish Council meeting held on 16th November 2023

4. TO RECEIVE UPDATES FROM CLERK ON ACTIONS ARISING FROM THE PREVIOUS MEETING THAT DO NOT APPEAR ELSEWHERE ON THE AGENDA

- a) SLOW road markings at bottom of Street Hill
- b) Biodiversity Policy

5. PUBLIC SPEAKING (THIS ITEM WILL LAST UP TO 15 MINUTES)

To receive reports from County and District Councillor and Police update. To receive questions from members of the public relating to items on the agenda. Each speaker is allowed a maximum of 5 minutes.

6. TO CONSIDER APPLICATION FOR CO-OPTION OF COUNCILLOR

7. PLANNING

- a) New Applications (North Norfolk District Council)
 - i. **PF/23/2506 TO NOTE ONLY** (comment deadline expired) Street Hill Farm, The Street, Demolition of existing conservatory. Erection of front porch and ground and first floor extensions. Enlargement of first floor window on front elevation and ground floor window on side elevation.
 - ii. **PF/23/2615** Wyndwood, King Street, Single storey side extension and rear extensions to dwelling
 - iii. **PF/23/2726** Watership Down, Church Road, Single storey rear extension to dwelling; replacement front porch; external alterations including roof lights to south elevation

- b) New Applications (Broads Authority)
None
- c) Decisions and Appeals (North Norfolk District Council)
 - i. **APPROVED** Caravan Site, Street Hill Farm, The Street: Erection of amenity and facilities building for use in association with touring caravan site
 - ii. **APPROVED** PF/23/1306 Caldervan, Common Road, Threehammer Common: Two storey extension with first floor balcony; porch extension; additional ground and first floor window openings in north elevation; detached building with garaging and home office/studio following removal of dilapidated garage and outbuildings; alterations to access (revisions to previously approved application PF/21/3300)
- d) Decisions and Appeals (Broads Authority)
None

8. MATTERS ARISING

- a) SAM2 data update
- b) To discuss the ongoing defibrillator funding, including the Big Breakfast event and pub quiz
- c) To discuss the review of the Standing Orders
- d) To agree actions for QR code payment system at The Staithe

9. MAINTENANCE & RISK ASSESSMENTS

- a) Staithe – to discuss the latest risk assessment and to receive an update regarding replacement of boundary fencing.
- b) Play area – to discuss the annual risk assessment and decide on any action required
- c) Recreation ground car park - none
- d) Recreation field - none
- e) Allotments – to discuss complaint received regarding the maintenance of the allotments and decide on any action required
- f) School green – none
- g) Village hall car park – none

10. CORRESPONDENCE

- a) To note Duncan Baker MP invitation to public meeting regarding flooding to be held in Hickling

11. FINANCIAL MATTERS

- a) To agree the 2024-2025 budget and precept
- b) To consider the clerks pay increase from SCP19 (£15.48) -SCP20 (£15.75) following appraisal
- c) To consider quotes and agree an internal auditor for 2023-2024 accounts
 - i. Catherine Moore £100
 - ii. Jo Raby £65
 - iii. Jan Rooms £30 per hour (approx. 3 hours)
 - iv. Norfolk Association of Local Councils (NALC) £150 +VAT
- d) To agree ABC Landscaping quote for annual grass cutting contract 2024 of £2950
- e) To note quarterly budget report

f) To note payments made and received

Main Account – Balance as at 11th January 2024

£2,640.06

Income

20 th November 2023	Staithe water	£205.00
20 th November 2023	Staithe water	£35.18
29 th November 2023	Allotment rent	£24.00
30 th November 2023	Allotment rent	£24.00
30 th November 2023	Transfer from savings accounts	£1,000
19 th December 2023	2 x allotment rent	£48.00

Payments

20 th November 2023	Laura Bateman salary	£545.52
20 th November 2023	Laura Bateman expenses	£71.84
21 st November 2023	ABC Landscaping (chq 357 split)	£28.90
24 th November 2023	Anglian Water	£38.00
24 th November 2023	NNDC Election Fee	£51.17
28 th November 2023	Poors' Trust playing field rent	£275.00
30 th November 2023	New Victory Hall	£19.00
30 th November 2023	New Victory Hall	£19.00
6 th December 2023	ABC Landscaping (chq 357 split)	£2861.10

Saving Account – Balance as at 11th January 2024

£1,976.84

Income

11 th December 2023	Interest	£2.96
9 th January 2024	Interest	£2.04

Payments

30 th November 2023	Transfer to current account	£1,000
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g) To consider payment of the following:

i.	L Bateman	Salary Nov 23 – Jan 24 54 x £15.48	£835.92
ii.	L Bateman	Expenses (phonex2/WFHx2)	£29.70
iii.	New Victory Hall	Room Hire November	£19.00
iv.	Countrystyle Recycling	Glass recycling	£9.00
v.	Countrystyle Recycling	Glass recycling	£21.00
vi.	Countrystyle Recycling	Glass recycling	£18.00
vii.	Play Inspection Company	Playground annual inspection	£116.40

12. OTHER MATTERS

13. NEXT MEETING OF THE PARISH COUNCIL

Thursday 15th February 2024 at 7.30pm in New Victory Hall, Neatishead

Laura Bateman
Clerk to the Parish Council

12th January 2024