

CLENCHWARTON PARISH COUNCIL
CHURCH FARMHOUSE
EAST WALTON ROAD
GAYTON
NORFOLK
PE32 1PH

Tel: 01553 636499 Email: sbcouncil21@gmail.com

Chair: Cllr Kevin Pell

Clerk: Mrs Sarah Bristow

**SUMMONS TO ATTEND THE MEETING OF THE
CLENCHWARTON PARISH COUNCIL
MEMBERS OF THE PUBLIC ARE WELCOME**

27 January 2023

Notice is given that the Parish Council Meeting of Clenchwarton Parish Council will be held on Thursday 2 February 2023, at 7.00pm at Clenchwarton Memorial Hall.

Yours sincerely



Sarah Bristow (Mrs)
Locum Parish Clerk/RFO

If any member of the Public present wishes to address an item on the Agenda please advise at agenda Item 3 public questions or by speaking with the Clerk prior to the start of the meeting. The item may be considered earlier.

- 1. To Consider apologies for absence**
- 2. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.
- 3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**
- 4. To Receive Councillor Reports**
 - 4.1 County Councillor – Cllr Kemp
 - 4.2 Borough Councillor – Cllr Whitby

5. Minutes of Parish Council Meeting held on 1 December 2022

5.1 To consider and approve the minutes.

5.2 Matters arising from the minutes

6. Finance: (see reports attached)

To review and consider any action necessary

6.1 Finance Chair's Report

6.2 Monthly Accounts for Payment.

6.3 Money Received.

6.4 Bank Rec November 2022

6.5 Bank Rec December 2022

6.6 Bank Rec January 2023

6.7 Budget 22-23 – Outturn Report

6.8 To set the Budget 23-24

6.9 To set the Precept 23-24

6.10 To consider purchasing an accounts package and professional services offered by the company.

6.11 Invoicing

6.12 VAT

6.13 Outsourcing Wages

7. Village Matters

7.1 Pavilion Roof

7.2 Dyke Issues – Football Field

7.3 Hedge Issues

7.4 Clapper Lane overgrowth – Freebridge

7.5 To vote on making the Tractor roadworthy.

7.6 To vote on the purchase of a Trailer for the Tractor

7.7 To vote on the purchasing of Tools for the Groundmen

8. Planning Applications and Determinations:

In order to reduce the number of extra ordinary meetings called, any applications which have been received by the Parish Council since the publication of the agenda and the actual meeting, will be considered at said meeting, unless the Parish Council decide otherwise. All Applications will be listed with a decision on the minutes of the next meeting.

Applications:

22/02214/F Application for Proposed agricultural store at land w of Kenwick Hall and south of Track Station Road, Clenchwarton

Determinations:

22/01711/F Application for demolition of existing west projection of property and rebuild with new construction on the same footprint at East View Farm 20 Church Road, Clenchwarton – **Granted**

9. Governance:

- 9.1 Policies to review
 - Lone Worker Policy
- 9.2 Training

10. Parish Poll

- 10.1 To receive update.

11 Highways

- 11.1 To Note latest developments from NCC Highways.

12. Correspondence: (see associated papers) To review and consider any action necessary

None received at time of publication.

Any correspondence that needs action which arrives after the published agenda will be added if cannot wait until the next meeting.

13. Items For Next Agenda

- 17.1 To consider items that need to go on the next agenda.
 - 17.1.1. Neighbourhood Plan
 - 17.1.2. Terms of Reference for the Clenchwarton Play Area Renovation Working Group

14. Date, and Place of next meeting.

Parish Council Meeting Thursday 2 March 2023 at 7.00pm at Memorial Hall.

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

15 Personnel issues

- 15.1 Clerk/RFO
- 15.2 Locum Clerk/RFO
- 15.3 Groundmen