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

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Chair: Cllr Caroline Coates **Clerk: Mrs Sarah Bristow**

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

30 September 2023

Notice is given that the Parish Council Meeting of Clenchwarton Parish Council will be held on Thursday 5 October 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 Bearshaw

5. **Minutes of The Parish Council Meeting held on 24 August 2023**
   5.1 To consider and approve the minutes.
   5.2 Matters arising from the minutes

6. **Co-Option of Councillors**

7. Finance: (see reports attached)

To review and consider any action necessary

7.1 Monthly Accounts for Payment.
7.2 Money Received.
7.3 Bank Rec April to September.
7.4 External Audit.
7.5 Council Laptop's Health and Condition and GDPR compliancy
7.6 Prepaid debit / credit cards for the Clerk/RFO and Groundsman.
7.7 Grants
  7.7.1 Bowls Club
  7.7.2 Warm Hub
  7.7.3 CPAR
  7.7.4 Household Support Fund
7.8 CGM Contract

8. Village Matters

8.1 Short, Medium and Long Term Plan for the Pavilion
8.2 Oak Trees by the Pavilion
8.3 Update on making the Tractor roadworthy.
8.4 Update on the purchase of a Trailer for the Tractor
8.5 Recreational Space Hirers Agreement
8.6 Repair of the gate
8.7 Repair of the litter bin – Thank you to KLWNBC
8.8 The Possibility of a Bus Shelter
8.9 Funday
8.10 Christmas Tree
8.11 Grasscutting Contract
8.12 Filing Cabinet in the Memorial Hall.
8.13 Relocation of CCTV.
8.14 Agreeing to take the Volunteer Group re Falls forward eg to join the pilot.
8.15 Supporting letter regarding forming a Charity around raising funds and upgrading the facilities in and around the recreational green space.
8.16 Discussion and approval of CPAR green space proposal
8.17 Resolve on parking provisions on Hall Lane
8.18 Drainage
8.19 Churchyard – Gravel, Trees, General Maintenance.

9. 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:

23/01599/F Application for Proposed Construction of rear extension & front porch on existing bungalow, 27 Bailey Lane, Clenchwarton.

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Determinations:

23/01344/F Application for Proposed demolition of porch. New brick leaf façade to regularize materials. Construction of new porch and replacement canopy at The Cottage, Whitecross Lane, Terrington St Clements. - **Granted**

23/01353/F Application for development of a new annexe in the rear garden at 16a Rookery Road, Clenchwarton.- **Granted**

22/00879/F Application for Demolition of existing modular buildings and construction of new double classroom block at Clenchwarton Primary School. **Granted.**

10. Governance:
10.1 Full Council Training
10.2 Training with Tilney

11. Memorial Hall
11.1 Current Situation

12 Highways
12.1 To Note latest developments from NCC Highways.
12.2 Meeting with Highway Engineer
12.3 Bus Shelters – including Parishioners Letter

13. CPAR Update

14. David Whitby Memorial

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

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

15. Items For Next Agenda
15.1 To consider items that need to go on the next agenda.

16. Date, and Place of next meeting.
Parish Council Meeting Thursday 2 November 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.

17 Personnel issues
17.1 Clerk/RFO