



I hereby give you notice that the Ordinary Meeting of the Southery Parish Council will be held at Southery Methodist Church, Ferry Bank, Southery on Mon 2 December 2019 at 7.00 pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Members of the Public and Press Welcome to Attend

*Agenda published: 27 November 2019
and Circulated to Borough and County Councillor Martin Storey*

*Helen Richardson
Clerk to Southery Parish Council and Financial Responsible Person
Email: parishclerk1@hotmail.co.uk*

AGENDA

- 1 To consider apologies for absence
- 2 To receive Declarations of Interest on Agenda Items and Dispensation Requests.
- 3 Public Comments / Questions on Parish Issues.
- 4 County Councillor and Borough Councillor Update
- 5 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council held on 5 November 2019.
- 6 Matters Arising (Clerks Report)
- 7 **Village Management Issues**
 - a) To Discuss and Approve Any Costs or Budget Relating to the Refurbishment of the Football Hut including installation of internal lighting and discussion regarding Football Club for Children
 - b) To Approve the Grounds Maintenance Contract for 2020/21
 - c) To Approve the Parish Partnership Funding Application 2020/21
 - d) To Approve Scheme to Spend Parish Partnership Funding Received for 2019/20
 - e) To Approve the Tree Hazard Management Quote
 - f) To Discuss Playing Field Toilet Refurbishment
 - g) To Discuss and Approve End of Year Thanks
 - h) To Approve Meeting Dates 2020: No Meetings in Jan and August. All Mondays 3 Feb; 2 March; 6 April; 4 May (Annual and Annual Parish Meeting); 1 June; 6 July; 7 Sept; 5 Oct; 9 Nov (One week later due to Clerk Annual Leave); 7 Dec.
 - i) To Discuss the Speed Sign Data, if any
- 8 **Planning Application for Consideration - 19/01910/F** Demolition of existing garage to allow for erection of proposed dwelling. Existing access to be utilised with parking for existing & proposed dwelling's, associated turning & site works at 14A Churchgate Street, Southery, Norfolk
- 9 **Finance**
 - a) To Approve payments for November 2019
 - b) To Approve the Precept and Budget 2020/21
 - c) To Discuss and Approve Change of Banking Provider
- 10 **Councillors concerns and agenda items for next meeting**
- 11 **Forward Work Programme - to note**
- 12 **Date of next meeting – Monday 3 February 2020**
- 13 **EXCLUSION OF PRESS AND PUBLIC** The Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (staffing). Opportunity for to discuss any HR issues, Contracts or Legal Proceedings. To Discuss Parish Council Land and HR Issue.

FORWARD AGENDA ITEMS *

JANUARY 2020 - No Meeting

FEBRUARY 2020

Approval of Internal Auditor for 2019/20 Accounts

Annual Clock Servicing Report

Handyman Role

Asset List Approval*

Quarterly Banking Statement

MARCH 2020

Christmas Event*

Tree Planting (Southern Baby is Born)

Playing Field BMX Track Grounds Maintenance

APRIL 2020

14th MAY 2019 (Annual Parish Meeting and Annual Parish Council Meeting)

Election of Chairman and Vice Chairman*

Annual Audit Return*

Review of Standing Orders*/Review of Financial Regulations*

Asset List Approval*

Parish Council Insurance*

Annual Review of Declaration of Interest (Pecuniary and Non-Pecuniary) (within 28 days)

JUNE

Christmas Event*

Public Footpath Review

JULY

Commission of Grounds Maintenance Contract 2021/22, if needed

Parish Partnership Funding 2021/22

AUGUST 2019 - NO MEETING

SEPTEMBER 2019

Christmas Event (Including Event and Music Licences and Road Closures)*

Review of Data Protection Audit Arrangements*

Quarterly Banking Statement

OCTOBER 2019

Commissioning of St Mary's Church Clock Servicing*

Commissioning of Annual Play Area Report*

Approval of Parish Partnership Funding 2020/21

NOVEMBER

Draft Precept and Budget 2020/21

Approval of Grounds Maintenance Contract 2021/22, if needed

Clerk Appraisal (closed session)

Commissioning of Annual Play Area Report

DECEMBER 2019

Approval of Precept and Budget - 2019/20

End of Year Thanks

Meeting Dates - 2020

Inspection Rotas:; Cllr Annette Osler- End of May; Cllr Chris Edwards- End of July ; Cllr Alison Youngs End of Sept; Cllr Crispin Copey End of November; Cllr Javey Osler End of January; Cllr Roger Whitehead End of March.