



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 Tuesday 4 November 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: 29 October 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 8 October 2019.
- 6 Matters Arising (Clerks Report)

- 7 **Village Management Issues**
 - a) To Discuss Anaerobic Digester (Feltwell)
 - b) To Discuss Southery Village Caretaker or Handyman Role
 - c) To Discuss Playing Field Toilet Refurbishment
 - d) To Approve Commissioning of Annual Play Area Report
 - e) To Discuss and Approve Christmas Event Costs and Arrangements, if any
 - f) To Discuss the Speed Sign Data, if any

- 8 **Finance**
 - a) To Approve payments for October 2019 - to be tabled
 - b) To Discuss Draft Precept and Budget 2020/21
 - c) To Discuss and Approve Change of Banking Provider

- 9 **Councillors concerns and agenda items for next meeting**

- 10 **Forward Work Programme - to note**
- 11 **Date of next meeting – Monday 2 December 2019**

- 12 **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.

FORWARD AGENDA ITEMS *

DECEMBER 2019

Approval of Precept and Budget - 2019/20
End of Year Thanks
Approval of Grounds Maintenance Contract 2020/21
Approval of Parish Partnership Funding 2020/21
Clerk Appraisal
Internal Light Installation in Old Football Hut
Playing Field Tree Hazard Management Survey Quote

JANUARY 2020 - No Meeting

FEBRUARY 2020

Approval of Internal Auditor for 2019/20 Accounts
Annual Clock Servicing Report
Approval of Grounds Maintenance Contract 2020/21
Asset List Approval*
Parish Partnership Funding 201920 - Bus Shelter

MARCH 2020

Christmas Event*
Tree Planting (Southery Baby is Born)
Playing Field BMX Track Grounds Maintenance
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

AUGUST 2019 - NO MEETING

SEPTEMBER 2019

Christmas Event (Including Event and Music Licences and Road Closures)*
Review of Data Protection Audit Arrangements*

OCTOBER 2019

Commissioning of St Mary's Church Clock Servicing*
Commissioning of Annual Play Area Report*

NOVEMBER

Draft Precept and Budget 202021
Approval of Grounds Maintenance Contract 2020/21
Clerk Appraisal (closed session)
Commissioning of Annual Play Area Report

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.