



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 8 October 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: 3 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 2 September 2019.
- 6 Matters Arising (Clerks Report)
- 7 **Parish Council Management**
- 8 **Village Management Issues**
 - a) To Discuss and Approve Application from the Village Voice for Contribution towards Costs
 - b) To Discuss and Approve Parish Partnership Fund 202021 Bid
 - c) To Discuss and Approve Parish Partnership 201920 - Bus Shelter (First and Second Preference) Locations for Approval with Norfolk County Council
 - d) To Approve Playing Field Tree Hazard Management Survey Quote
 - e) To Approve Grounds Maintenance Contract Quotation Paperwork
 - f) To Discuss and Approve Refurbishment of Overgrown 'BMX Track Land' on Playing Field
 - g) To Approve Internal Light Installation in Old Football Hut
 - h) To Approve St Mary's Church Clock Servicing
 - i) To Approve Quote for Extension of Interment Area in Cemetery
 - J) To Approve Budget and Costs of Work to Repair Soil Around Edge of Cemetery Path
 - j) To Discuss and Approve Christmas Event Costs and Arrangements, if any
 - k) To Discuss the Speed Sign Data, if any
- 9 **Planning Application for Comment: OUTLINE APPLICATION SOME MATTERS RESERVED: Demolition of existing vehicle repair facility, clearance of the site and erection of 5no dwelling houses with access road and parking areas at Service Station 14 Westgate Street Southery Norfolk PE38 0PA**
- 10 **Finance - To approve payments for September 2019 - to be tabled**
- 11 **To Approve Revised Financial Regulations**

12 Councillors concerns and agenda items for next meeting

13 Forward Work Programme - to note

14 Date of next meeting – Monday 4 November 2019

15 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 Rent of Parish Council Land.

FORWARD AGENDA ITEMS *

NOVEMBER 2019

Draft Precept and Budget 2020/21
Approval of Grounds Maintenance Contract 2020/21
Clerk Appraisal (closed session)
Church Ruins Update
Tree Planting (Southery Baby is Born)
Southery Village Caretaker or Handyman Role
Playing Field Toilet Refurbishment

DECEMBER 2019

Approval of Precept and Budget - 2019/20
End of Year Thanks
Parish Partnership Funding 2019/20 - Bus Shelter Project
Commissioning of Annual Play Area Report

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*

MARCH 2020

Christmas Event*

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*

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