

# SYDERSTONE PARISH COUNCIL

Parish Clerk: Sarah Harvey, BA Hons  
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16<sup>th</sup> June, 2023

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.

The Annual Parish Council Meeting will be held on Thursday 22<sup>nd</sup> June 2023 in the **Amy Robsart Hall** commencing at **7.30 pm** to transact the following business: -

## AGENDA

1. Welcome from the Chair.
2. To received, consider and accept apologies for absence.
3. To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests.

***Please indicate if there are any interest which should be declared. A declaration of an interest should include 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.***

4. To confirm the minutes of the meeting on 18<sup>th</sup> May 2023.
5. A resolution to adjourn the meeting for Parishioners Questions and Statements.

***Public Participation - to allow public participation (3 minutes allowed per speaker, up to a maximum of 15 minutes in total). This time can be extended at the discretion of the Chair of the meeting.***

6. To consider the Clerks Report (Matters arising for information only).
7. To receive a report from County Councillor Michael Chenery.
8. To receive a report from Borough Councillor Chris Morley.

### 9. **Planning:**

- 9.1 To consider plans at the time of publishing:  
23/00876/F - Proposed demolition of conservatory, ground-floor single-storey rear and side extensions, front porch and replacement of windows to existing bungalow at Merganser 2 Heath Rise.
- 9.2 To consider plans since publication of agenda:
- 9.3 To consider outcomes of planning – approved/withdrawn by the Borough Council

### 10. **Finance:**

- 10.1 To approve the accounts for payment in June (list at meeting).
- 10.2 To note the finance received during May 2023.
- 10.3 To approve the April and May 2023 financial statement.
- 10.4 To receive a report from the Internal Auditor for the financial accounts 2022/23.
- 10.5 To approve the Annual Governance Statement in the 2022/23 AGAR.
- 10.6 To approve the Statement of Accounts in the 2022/23 AGAR.
- 10.7 To approve an Internal Control Policy.
- 10.8 To review and adopt Standing Orders and Financial Regulations.
- 10.9 To approve a new business advertiser for The Natterjack.

Agendas and minutes can be found on:  
[syderstoneparishcouncil.norfolkparishes.gov.uk](http://syderstoneparishcouncil.norfolkparishes.gov.uk)

**11. General Data Protection Regulations**

- 11.1 To note data protection advice for Councillors.
- 11.2 To consider and adopt a General Data Protection Policy.
- 11.2 To consider and approve a GDPR Privacy Statement.
- 11.3 To consider and approve the Information Audit.

**12. Parish Councillors Reports**

- 12.1 Village Speedwatch and relocating of SAM2 signs.
- 12.2 Attendance at SNAP (Safer Neighbourhood and Policing) Meeting.
- 12.3 Playground Weekly Inspection Reports.
- 12.4 Monitoring of Street Lights and Fire Hydrant List.
- 12.5 NCF – Jack’s Lane Wind Farm Community Fund Panel.
- 12.6 Defibrillator on wall of ARVH.
- 12.7 Amy Robsart Village Hall Committee.

**13. Updates and on-going items**

- 13.1 Update on Neighbourhood Plan.
  - 13.2 Update on derelict property on The Street.
  - 13.3 To consider and approve the license agreement for the Memorial Bench, Normans Way/Mill Lane.
14. To further discuss and approve a ‘shelter’ for the playing field to form part of funding applications.

**15. Highway Matters**

- 15.1 Damaged Road Signs Tattersett Road and Mill Lane.
- 15.2 Highways Community Ranger visit Syderstone - July 2023
- 15.3 To receive information and discuss a Traffic Control/Roundabout at Four Winds.

**16. Correspondence**

- To note any general correspondence received:
- 16.1 Westcotec Ltd Public Lighting Maintenance Agreement Update
  - 16.2 Outlaw Triathlon Sunday 9th July 2023 - Road disruptions
  - 16.3 Houghton Hall Houghton Festival 2023
  - 16.4 Police Parish Newsletters - Your Community Snapshot
  - 16.5 BCKLWN CIL Funding Applications
  - 16.6 BCLWN The Rural England Prosperity Fund (REPF)
17. A resolution to adjourn the meeting for Parishioners Questions and Statements (if required).
18. To receive items for next Agenda
19. To note the date of the next Parish Council meeting Thursday 20<sup>th</sup> July 2023 at 7.30 p.m.

**Meeting Dates for 2023**

- Thursday 20th July
- Thursday 21st September
- Thursday 19th October
- Thursday 16th November
- Thursday 21st December