

SYDERSTONE PARISH COUNCIL

Parish Clerk: Sarah Harvey, BA Hons
Byanoak, Leicester Road, South Creake, Fakenham, Norfolk, NR21 9PW
Telephone: 01328 823391 Email: syderstoneparishcouncil@outlook.com

13th October, 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 Parish Council Meeting will be held on **Thursday 19th October 2023** in the **Amy Robsart Hall** commencing at **7.30 pm** to transact the following business: -

AGENDA

1. Welcome from the Chair.
2. To receive, 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 21st September and 12th October 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: None
- 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- 9.3 To consider outcomes of planning – approved/withdrawn by the Borough Council.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 October (list at meeting).
- 10.2 To note the finance September 2023.
- 10.3 To approve the September 2023 financial statement.
- 10.4 To receive a report from the Internal Control Officer for April/May/June.
- 10.5 To receive the External Auditor's Report following the Limited Assurance Review of AGAR.
- 10.6 To review the grounds maintenance schedule for 2024.
- 10.7 To approve the cost to service/valuate the clock within the Village Hall.

11. **Parish Councillors Reports**

- 11.1 Village Speedwatch and relocating of SAM2 signs.
- 11.2 Attendance at SNAP (Safer Neighbourhood and Policing) Meeting.
- 11.3 Playground Weekly Inspection Reports.

- 11.4 Monitoring of Street Lights and Fire Hydrant List.
- 11.5 NCF – Jack’s Lane Wind Farm Community Fund Panel.
- 11.6 Defibrillator on wall of ARVH.
- 11.7 Amy Robsart Village Hall Committee.

12. Updates and on-going items

- 12.1. Update on Neighbourhood Plan.
- 12.2. Update on derelict property on The Street.
- 12.3 To receive examples of a noticeboard/information point for the Play Area.
- 12.4 To approve the purchase of planters for each of the village gateways.
- 12.5 To receive the tree inspection report for the playing field.
- 12.6 Update on outstanding maintenance jobs, including dog waste bin (Creake Rd), graffiti removal and bus shelter guttering.

13 Open Spaces

- 13.1 To agree arrangements for the litter pick to be carried out on 19th November.
- 13.2 To agree the siting of the ‘Tommy’ silhouette and arrangements for Remembrance Sunday.
- 13.3 To agree arrangements for removal of the withies around the lime tree, village green.

14 Highway Matters

- 14.1 To note any matters requiring attention.
- 14.2 To consider the placement of Syderstone Business Park signage.
- 14.3 To consider and approve a bid to the Norfolk County Council, Parish Partnership Scheme 2024/25.

15 Correspondence

To note any general correspondence received:

- 15.1 Email from Parishioner, Disabled Residents.
- 15.2 BCKLWN, Meeting Notes from Leaders Meeting with Parish Councils.
- 15.3 BCKLWN, West Norfolk Draft Corporate Strategy.
- 15.4 BCKLWN, Small Grants Scheme.
- 15.5 BCKLWN, West Norfolk Community Wins Lottery.
- 15.6 BCKLWN, Polling District Review.

- 16. To agree a date to conduct the Clerk/RFO’s annual appraisal.
- 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 16th November 2023 at 7.30 p.m.

Meeting Dates for 2023

Thursday 16th November
Thursday 21st December