

Great Snoring Parish Council

Clerk: Joanna Otte, Little Manor, Thursford Road, Little Snoring, NR21 0JN

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To: David Clifton, Averil Cooper, Steven Hall, Tom Norman (Chair), Dawn Spiteri (Vice-Chair), Joyce Tibbitts

Cc: Tom FitzPatrick (District Councillor), Michael Dalby (County Councillor), SNT Wells

You are summoned to a Meeting of Great Snoring Parish Council on Thursday 14 March 2024 at 7:00 pm in the Social Club

Signed _____

Date.....

AGENDA

Welcome

- 1) **Apologies** and reasons for absence.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the items listed below.
- 3) **Minutes of the previous Meeting** on 11 January to be approved and signed.
- 4) **Matters arising:** Progress on items from previous meetings for information or reminders only.
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- 5) **The Meeting will be temporarily closed** for Parishioners to express any concerns they have and for reports from the District and County Councillors.
The Chair will re-open the meeting.
- 6) **Planning**
 - a) **Proposals** received from NNDC since the last meeting. None.
 - b) **Decisions** made by NNDC: None
 - c) **Other: Appeal**
 - i) PO/23/1216 & AP/23/0027: Erection of self build two storey detached dwelling (outline with all matters reserved) at **Land West Of School Farm**, Fakenham Road, Great Snoring. An appeal has been made to the Secretary of State against North Norfolk District Council's decision to refuse the above permission. **The appeal will be determined on the basis of written representations.** The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended. We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal. If you wish to make comments, or modify/withdraw any previous representations, you can do so online at <https://acp.planninginspectorate.gov.uk>.
- 1) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
 - a) **Items to report**
- 2) **Street furniture / Environment**
 - a) **Kissing Gate**
 - b) **Telephone Box Library** - leaking
- 3) **Allotments**

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4) Financial business

- a) **Receipts** 1 Dec – 31 Jan: interest £3.50; donation for use of Gurney's Ground 18 May £100 allotment rent £232.50; NCC recycling credits £13.59.
- b) **Regular payments** 1 Dec – 31 Jan: salary & on costs
- c) **Balances as at 31 Jan:** Current ac: £5,905.94; Savings acc (allotment deposits): £305.63; Defib savings £126.22 & chq ac £0.53; Clock savings £592.08 & chq ac £3.
- d) **To approve the following payments:**

Payee	Cheque no	Amount
Joanna Otte (expenses)	100516	£29.78
Walsingham Parish Council (newsletter Feb)	100517	£9.60
Gt Snoring Social Club (hire of hall)	100518	

- e) **Standing order** instructions to approve and sign:
 - i) To FT Grounds Maintenance for grass cutting the knolls and Gurney's Ground – 14 cuts in total April to October total of £878.99 per annum. Standing Order instruction £125.57 monthly starting on 30 April ending on 30 October 2024.
 - ii) To Norfolk Pension Fund for employer's and employee's monthly contributions. The employer's contribution has decreased to 23%. Monthly payment from 25 April £57.36

5) Internal Audit

- a) To approve the appointment of an internal auditor. A quote of £35 (plus travel expenses if required – Thursford – currently 45p /mile) received from Di Dann (retired member of Society of Local Council Clerks, partner of Norfolk Parish Training and Support, retired Parish and Town Clerk, CiLCA and FiLCA qualified).
- b) To note the **recommendations from MidTerm Audit:**
 - i) **Transparency:** upload Asset Register to website. If the Parish Council owns the play area the land would be valued at £1 and should be included on the Register.
 - ii) **Risk:** add the play area and the allotment site as two areas of risk. The former is medium risk, the latter likely to be low. Allotment risk mitigation – inspections, public liability insurance, tenancy documents and rules and regulations. The play area risk mitigation – a professional annual inspection, regular routine inspections, public liability insurance.

6) Correspondence: mail circulated as usual via email

7) Items for report or placing on the agenda for the next Meeting.

- 8) Date of the next meeting (Annual Parish Meeting and Annual Meeting of the Parish Council): **Thursday 9 May 2024 at 7 pm** in the Social Club.