



TO MEMBERS OF THE COUNCIL:

You are duly summoned to the next meeting of **TIVETSHALL PARISH COUNCIL** to be held on
Wednesday 11th April 2018 at 7.30 pm at Tivetshall Village Hall
Ros Hill, Parish Clerk: Leylandii, Rectory Road, Tivetshall St Mary, Norwich. NR15 2AL Telephone 07830292074

SIGNED: *R G Hill*

DATED: 5th April 2018

AGENDA

- 1. APOLOGIES AND APPROVALS OF ABSENCE**
- 2. TO CONSIDER APPLICANTS FOR CO-OPTION**
- 3. TO RECORD DECLARATIONS OF INTEREST AND CONSIDER DISPENSATIONS**
- 4. MINUTES**
 - 4.1 To approve the minutes of the 14th March Council meeting.
 - 4.2 Matters arising from the minutes
- 5. PUBLIC PARTICIPATION – 15 MINUTES ALLOCATED FOR PARISHIONERS’ FORUM**
 - 5.1 Reports from District Cllr and County Cllr, if present
 - 5.2 Parishioners' Forum
- 6. REPORTS FROM CLERK AND COUNCILLORS**
 - 6.1 Update on Highways and Public Rights of Way matters
 - 6.2 Update from Highways Engineer following recent flooding on B1134
 - 6.3 Report on decision by SNC relating to Community Governance Review
 - 6.4 Update on funding for SAM2 sign
- 7. HIGHWAYS AND MAINTENANCE MATTERS**
 - 7.1 Consideration of future actions regarding playing field fence
 - 7.2 Consideration of maintenance issues relating to the playing field and play equipment
 - 7.3 To consider frequency of dog bin emptying
- 8. PLANNING**
 - 8.1 To Consider Planning Application 2018/0664 The Old Forge, The Street, Tivetshall St Mary NR15 2BT
- 9. GENERAL DATA PROTECTION REGULATIONS (GDPR)**
 - 9.1 To consider training offer from NPTS for councillors/employees on GDPR
- 10. UPDATE FROM VILLAGE HALL MANAGEMENT COMMITTEE**
- 11. TO DETERMINE RESPONSIBILITIES FOR LITTER PICK**
- 12. TO DETERMINE PC DONATION TO PURCHASE NEW CHAIRS FOR VILLAGE HALL**
- 13. TO DISCUSS THE ANNUAL PARISH MEETING**
 - 12.1 To determine format, time and date of annual parish meeting and refreshments
 - 12.2 To determine process for contacting local organisations for reports
- 14. TO CONSIDER CONTENT FOR THE GRAPEVINE**
- 15. TO CONSIDER INSURANCE RENEWAL – DUE 1ST JUNE**
- 16. TO NOTE CORRESPONDENCE RECEIVED**
 - 16.1 Letters of thanks for donations
- 17. FINANCE**
 - 17.1 To receive the balance of accounts and bank reconciliation
 - 17.2 To receive confirmation that the VAT reclaim has been received in bank - £824.77
 - 17.3 To receive copies of revised Financial Regulations

- 17.4 To approve payments to include:
 - 17.4.1. Clerk's expenses (mileage) - £5.18
 - 17.4.2. Clerk's monthly gross salary for period 01/04/18 to 30/04/18, £211.10 + £38.97 additional hours, totalling £250.07
 - 17.4.3. Handyman's gross salary for hours claimed for March - £17.75, plus monthly gross salary for period 01/04/18-30/04/18 £76.90, totalling £94.65
 - 17.4.4. The Primrose Press – Grapevine - £92.00
 - 17.4.5. DF Services – grounds maintenance contract 1st Apr – 30th Jun 2018 - £480.00
 - 17.4.6. Community Car Scheme – £21.59

18. STAFFING MATTERS (CONSIDER EXCLUDING THE PUBLIC)

- 18.1 To consider outcome of Clerk's appraisal review
- 18.2 Contract of employment for handyman

19. URGENT ITEMS FOR INFORMATION AND CARRYING FORWARD TO NEXT MEETING

20. TO SET THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

Proposed as Wednesday 9th May 2018 at 7.30pm