

Necton Parish Council

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To: **Members of the Council**

Date: **03 May 2016**

You are summoned to attend the ANNUAL PARISH COUNCIL MEETING at Necton Community Centre, Tuns Road, on Monday, 09 May 2016 at 7.30 p.m.

Signed *Gabrielle Joyce*, Parish Clerk & RFO

Press & Public are invited to attend and are able to address the Council during the public participation session. However, the law does not permit members of the public and press to take part in the debates.

AGENDA

Councillors are asked to review their signed declarations of interest and update as required.

1. To receive nominations for the post of Chairman and elect a member to the post
2. To receive nominations for the post of Vice-Chairman and elect a member to the post
3. To receive and approve apologies for absence
4. To receive any declarations of interest from Members & consider requests for dispensation
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Necton Parish Council Code of Conduct for Members and by the Localism Act 2011.
5. To consider filling a vacancy on the Parish Council by the co-option of Mr Philip Hayton
6. To approve minutes of Council meeting held on 04 April 2016
7. To report progress on items not on the agenda (Clerk's report)
8. Reports from:
 1. Norfolk County Council, Cllr Mark Kiddle-Morris
 2. Breckland Council, Cllr Nigel Wilkin

Public Participation Session

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda.

9. Finance
 1. To agree payments of invoices received during April
 2. To receive current financial statement and progress against budget
 3. To receive and consider the Internal Auditor's report
 4. To confirm existing direct debit and standing order instructions
 5. To consider the annual Internal Control review
 6. To receive nominations and confirm a member as Internal Control Officer for year 2016/17
 7. To note updated asset register
 8. To agree revised additional items listing on Parish Council Insurance prior to renewal

10. Planning Matters

1. To receive results of outstanding applications
2. To receive new planning applications relevant to the village and make comment
3. To receive update on Local Plan
4. To consider the potential development of land at Charnwood and Shell Field, St Andrews Lane
5. To receive a report on progress with Erne Farm development proposal (Lanpro Services)

11. To receive and consider nominations for representatives on outside bodies

1. Necton Sports & Social Club
2. Necton Football Club
3. Safer Neighbourhood Area Partnership (SNAP)
4. Icen Partnership Swaffham
5. Necton Allotment Association
6. Norfolk ALC

12. To establish a Personnel Working Group to carry out Clerk's annual review

13. To adopt a revised Complaints Policy

14. To adopt a new WiFi & Public Access policy

15. To confirm NRCC Committee terms of reference

1. To elect members and substitutes for Committee

16. To consider updated business plan and recommendations from the business plan working group

17. To receive updates from individual Council Members (for information only)

18. To receive update from Necton Allotment Society

19. To receive any items for inclusion on the next agenda (for information only)

20. To confirm date and time of the next Parish Council Meeting Monday, 06 June 2016, 7.30 pm.

Signed *Gabrielle Joyce*, Parish Clerk & RFO

Planning application for consideration –

3PL/2016/0393/HOU Mr McKay, 6 Chantry Lane, garage conversion & extension

3PL/2016/0422/D Castle Well Developments, Old Garden Centre, 9 new dwellings

3PL/2016/0491/F 20 Hale Road, change of use from residential to church hall