Dear Councillor

You are summoned to a meeting of Snettisham Parish Council to be held on Wednesday 6th September, 2017 at 7.30pm in the Memorial Hall, for the purpose of transacting the following business.

The meeting is open to the public. Any parishioner wishing to raise a matter on the agenda should speak when invited by the Chairman during the time set aside for this.

Simon Bower, Clerk to the Council, 1/9/2017

AGENDA

1. *Receive and consider* ***apologies*** *for absence*
2. Accept **Declarations of interest** on agenda items*.*
3. **Public Questions** on planning matters primarily (*10 minutes maximum*)
4. **Chairman’s Report**– *for information only*
5. *Consider closing the meeting temporarily for a brief report on the Townlands Charity.*
6. *To confirm as a correct record the* ***Minutes*** *of the Meeting of the Council held on 5th July, 2017*
7. **Matters Arising** from the above minutes (*for information only)*
8. *To confirm as a correct record the* ***Minutes*** *of the Meeting of the Council held on 2nd August, 2017*
9. **Matters Arising** from the above minutes (*for information only)*
10. Borough and County **Councillors’** Reports *(for information only and 10 mins max.)*
11. Norfolk **Constabulary Report** *(for information only and 5 mins max.)*
12. **Finance/Legal**:
	1. Receive **budget monitoring** report from the Clerk
	2. *Consider* ***cheques*** *to be signed and payments made*
	3. *Consider assisting Memorial Hall with funding for lavatories*
		1. *Consider relevant budgetary adjustments for c) above – if necessary*
13. **Support Groups** and Lead Councillors’ Reports:
	1. **Planning** – Cllr Snelgrove
		1. *Consider a response to the Norfolk Strategic Framework consultation*
		2. *Consider Planning Application 17/01464 – change of occupancy, 18 Beach Rd*
	2. **Amenities and Services** – Cllr S Dark
		1. *Consider membership of the Green Dog Walking Scheme*
		2. *Consider work required at the Common*
	3. **Governance** – Clerk
		1. *Consider adopting draft planning protocol*
		2. *Consider purchase of two or three tablet computers for members*
	4. **Personnel** – Cllr Pugh
	5. **Working Group reports**
		1. *Consider establishing a footpath working group to look at registration*
		2. *Lodge Walk Group – consider additional members and general plans*
14. Receive **reports** from meetings attended: Training, WECMS, Memorial Hall Trustees, SNAP, Allotment Association etc.
	1. Report on Fete
		1. *Consider date for fete next year*
	2. Report on training session on 2nd August
15. **Correspondence and donation requests**:
	1. *Consider Council participation in Christmas Tree and Wreath events*
	2. *Consider sponsoring race night event for School PTA*
	3. *Consider donation request from Norfolk Accident Rescue Service*
16. **AOB and agenda requests:** *for information only*.
17. **Public Questions** *(maximum of 10 minutes)*
18. *Consider date of* ***next ordinary meeting*** *–4th October, 2017; 7.30pm Memorial Hall.*
19. *Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 s1 extended by LGA s100 to exclude the Press and the Public from the remainder of this meeting of Snettisham Parish Council. (Reference Standing Order 65) “That in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded from PC discussions”*
20. *Consider issues relating to grounds contract*
21. Staffing report from Clerk