

Snettisham Parish Council

Dear Councillor

You are summoned to a meeting of Snettisham Parish Council to be held on Wednesday, 4th March 2020, at **7.00pm** 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 Council, 28th February, 2020

NB: Prior to the meeting, at 6.45pm, there will be a presentation, by Pigeon Investment Management, of the plans for a large development of housing at Poppyfields. Questions can be asked directly, or comments made, in the agenda item below, and Council will consider its recommendation after that.

AGENDA

1. Receive **Declarations of interest** on agenda items.
2. *Receive and consider **apologies** for absence*
3. **Public Questions** on planning matters primarily (*10 minutes maximum*)
4. **Planning** – *to consider **Planning** Application 20/00226 – up to 69 new dwellings on the Poppyfields site*
5. **WWII Commemoration**
 - a) Receive a report on events and ongoing matters
 - b) *Consider a request for funding from organisers*
6. **Chairman's Report**– *for information only*
7. *Consider confirming as a correct record the **Minutes** of the Meeting of the Council held on 5th February, 2020*
8. **Matters Arising** from the above minutes (*for information only*)
9. Borough and County **Councillors' Reports** (*for information only and 10 mins max.*)
10. **Finance/Legal** - Cllr Baxter/Clerk
 - a) Receive **budget monitoring** report
 - b) *Consider **cheques** to be signed and payments made*
 - c) Receive report on amendments to Asset Register
 - i) *Consider approving revised Asset Register*
11. **Support Groups** and Lead Councillors' Reports:
 - a) **Planning** – Cllr Allsop
 - i) Receive a report on any planning responses made under planning protocol
 - ii) *Consider PA 20/00179 – 26 The Beach – retrospective – retention of extension*
 - iii) *Consider a formal request that BCKLWN should take note of Commons Law when considering Planning Applications on the Common at the Beach*
 - iv) *Consider any late arriving applications*
 - b) **Amenities and Services** – Cllr Gascoigne
 - c) **Governance** – Clerk
 - i) *To consider adopting draft Standing Orders*
 - ii) *To consider adopting draft Financial Regulations*
 - d) **Personnel** – Cllr Todd



- i) To consider advertising to appoint new Administrative Assistant*
- e) **Working Group reports**, including Council Plan updates
 - i) Consider approving latest version of Councillor Plan*
- 12. Receive **reports** from meetings attended: Training, WECMS, Memorial Hall Trustees, SNAP, Allotment Association etc.
- 13. **Correspondence and donation requests:**
 - a) *Consider donation request from East Anglian Children's Hospital*
 - b) *Consider Highways proposals for 50mph zones on roads within the Parish and elsewhere along the A149 corridor*
- 14. **AOB and agenda requests:** *for information only.*
- 15. **Public Questions** (*maximum of 10 minutes*)
- 16. Consider confirming date of **next ordinary meeting** – Wednesday 1st April, 2020; 7.00pm Memorial Hall.
- 17. *Resolution by the Council (under relevant legislation and standing orders) "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"*
- 18. *Receive and consider sensitive/confidential advice from Clerk*
- 19. *Consider details of new staff appointment*

Notes:

- *there may be some discretion on time allowed in item 3*
- *as standing orders and financial regulations are involved and lengthy documents, the drafts for approval will be provided by email, or in print, on request in advance of the meeting; they will not form part of the printed public pack at the meeting – once approved the online versions will be updated*

