

Wortwell Parish Council

AGENDA

To Parish Councillors: you are summonsed to attend the meeting below

There will be a meeting of Wortwell Parish Council on Monday 24th September 2018

at 7.30pm a Wortwell Community Centre

Members of the public are welcome to attend and there will be an opportunity for public participation after agenda items 2 and 21

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meetings lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

1. **Welcome** by the Chairwoman
2. To receive and accept **apologies** from members unable to attend

To receive any declarations of interest (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting (Note: A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates and in this case the member may speak and vote, however if it is a prejudicial or pecuniary interest, the member should withdraw from the meeting whilst the matter is discussed.

The meeting will be adjourned for public participation (maximum 10 minutes) for items to be discussed on the Agenda only

3. **To approve the Minutes** of the meetings held on 30 July and 3rd September 2018
4. Reports from our **District and County Councillors** circulated with this agenda: agree any necessary action
5. **Chairwoman's report** including adoption of Financial Regulations, circulated with this agenda: agree any necessary action
6. **Parish Councillors' reports** circulated with this agenda: agree any necessary actions
7. **Clerk's Report**, circulated with agenda: agree any necessary actions
8. **RFO Report** circulated with this agenda: agree any necessary actions
 - 8.1. To discuss and approve **Accounts, Bank Statements and Payments to be made.**
 - 8.2. Council to approve monthly payments schedule, previously circulated with agenda, and any interim payments between meetings and sign cheques for distribution by clerk.
 - 8.3. The Core heating system grant: **Council to receive update and authorise final payment to Trade Bee**

9. PRECEPT 2019/20 Council to agree:

9.1. Budget setting date for 2019/20 financial year.

9.2. Discuss and agree the appointment of a delegated committee to bring recommendations to the October Council meeting

10. GDPR - agree any necessary actions

11. WORTWELL CHARITIES:

11.1. Wortwell Parish Council acts as Trustee to the following charities. The Clerk has identified an area of risk and it is recommended that a working party be convened to review these charities:

1.1. Wortwell Land Charity

1.2. Wortwell Old Playing Field Charity

1.3. Margaret Clerke Charity

Council to agree the working party and a date for this review.

12. Dog Exercise Area - The clerk has received a request from a villager that the Council considers the provision of a Dog Exercise Area within the village.

12.1. The villager has been invited but is unable to attend this meeting - but should be able to attend the October meeting.

12.2. Council to discuss and agree any necessary actions.

13. Allotments - The clerk had identified an area of risk.

13.1. Council to discuss report (previously circulated) and approve recommendation therein, agree next actions.

13.2. Council to approve and sign off letter giving *Notice to Withdraw all Wortwell Allotments* pending refurbishment programme and installation of water supply. Deadline 27/9/18

13.3. Council to approve proposal for a Project Working Party - agree any necessary actions

14. Community Consultation Plan - circulated in advance. Council to discuss and agree next actions.

15. Playing Field issues:

15.1. Play fort

15.1.1. To discuss the play equipment issues identified by Council at the last playing field check and agree any necessary actions including the response from CAME insurance

15.2. To receive **weekly exception reports** for playing fields for Month: August and September and agree any necessary actions

- 15.3. To receive **weekly exception reports** for recycling centre for Month: August and September and agree any necessary actions
16. **Correspondence** – file to be circulated (for information only)
17. **Training** - feedback from 3rd September session
18. **WORLD WAR ONE Centenary Memorial Ceremony** - to discuss **There but not There** and agree any necessary actions.
19. **Planning Applications - Determined applications by South Norfolk Council -**
- 19.1. 2018/1958 - Broadwash Farm - works to outbuildings
- 19.2. 2018/2019 - Outline planning for 3 detached self build dwellings
- 19.3. 2028/1941 - Wortwell Hall Farm - New timber double garage
20. **To discuss and agree business for the next Parish Council meeting to be held on 29th October 2018**
- The meeting will be adjourned for public participation (maximum 10 Minutes)**
- The meeting will be closed to public for discussion of a confidential matter**
21. **Close of Meeting**
22. **Confidential Matter - Clerk and RFO role.**

Signed: LUA LEGGETT
Wortwell Parish Clerk and RFO

17th September 2018