

# SWAINSTHORPE PARISH COUNCIL

## To members of the Council

You are hereby summoned to attend Swainsthorpe Parish Council's Annual Meeting at **St Peter's Church on 10 May 2017 at 7.30pm**, for the purpose of transacting the following business:

### AGENDA

1. To elect a Chair for the forthcoming year and receive the Chairman's declaration of acceptance of office.
2. To elect a Vice-Chair and accept the Vice-Chairman's declaration of acceptance of office.
3. To consider apologies for absence.
4. To confirm the minutes of the meetings held on 8 March 2017.
5. Declarations of interest for items on the agenda.
6. Public Open Forum including reports from District and County Councillors and PCSO.
7. Planning.
  - a) To review Planning Meeting decisions since the last full Parish Council meeting: None
  - b) To report on planning information circulated via e-mail:
    - i. 2017 / 0662 – Land north east of lodge farm - Erection of 6 insulated polytunnels – No comments
  - c) To hear a report on plans approved/refused by South Norfolk Council –
    - i. 2017 / 0324 – Aquarius, 2 Church Rd – two storey side extension – Approved
    - ii. 2017 / 0260 – Primrose Cottage, Briar Lane – Additional window – Approved
  - d) To consider planning applications -
    - i. 2017 / 0902 – 7 Church Close – single storey extension
8. To consider correspondence, including:
  - a) Letter from a resident regarding planning applications
9. To consider repair options for the noticeboard
10. To consider a new recycling bank at the recycling centre.
11. To hear an update on the Common Land registration
12. To consider the risk assessment for the footpath warden.
13. To review the financial regulations and review of internal control.
14. To agree a response to the Community Governance Review
15. To hear of progress relating to the play area.
16. To hear a report from the Hornsea Project Three briefing session.
17. To authorise the 1% increase to the clerk's salary, in line with the NJC salary scales
18. To review the annual accounts, internal audit report and authorise the external audit statement
19. Finance.
  - a) To consider the payment of the following:

i. Clerk salary Apr & May	£326.65
ii. Streetlight repairs	£347.94
iii. NALC annual subscription	£112.93
iv. B Lincon – Payment 2	£375.00
v. Internal audit fee	£ 70.50
20. To receive items for the next agenda.
21. To confirm the date for next meeting as 12 July 2017.

Mrs Anne Rayner, Parish Clerk, 3 May 2017