

# WOOD DALLING PARISH COUNCIL

## Parish Council Meeting

I give notice of a meeting and summon members to attend

The meeting will be held at

Wood Dalling Village Hall on **Tuesday 5 March 2024, 7.30pm**

**Members of the public are welcome to attend**

*L Trabucco*

27<sup>th</sup> February 2024

## Agenda

- 1 To consider apologies for absence
- 2 To receive declaration of interest for items on the agenda and to consider any dispensation
- 3 To confirm the minutes of the meeting held on Tuesday 9 January 2024
- 4 Public Open Forum
- 5 To receive Committee reports and recommendations
  - i Village Hall
  - ii Newsletter
  - iii Church
  - iv Norfolk County Councillor & Broadland District Councillor
- 6 Planning
  - a To consider a response to planning application
  - b To receive a report on plans refused/accepted by Broadland District Council
  - c To consider including CPRE's Standard Light Pollution Clause in all planning applications
- 7 Matter Arising from Minutes

To hear an update and to consider any necessary action with regard to the following:

  - a Noticeboard
  - b Village Sign
  - c Town House
  - d Highways issues/potholes/hedge cutting/verge cutting
  - e Windfarm projects (if any)
- 8 Periodic Items
  - a To review The Freedom of Information publication scheme – guide to information and schedule of charges
  - b To review the Data Protection Policy
  - c To review the Privacy Statement
  - d To review the Information Audit
  - e To review the Internal Control Policy
  - f To review the Complaints Policy
  - g To review the Retention of Documents Policy
  - h To review the Asset Register
  - i To review the Risk Management Policy
  - j To review the Financial Risk Assessment

- k To review Standing Orders

9 New Items

- a To consider adopting the LGA's new model Code of Conduct
- b To consider adopting the Reserves Policy
- c To consider applying for 'Ørsted's Hornsea 3 Community Fund' available from GrantScape
- d To encourage community groups to take part in the Big Broadland Litter Pick scheme running parallel to the Great British Spring Clean, commencing on 1<sup>st</sup> March until 31<sup>st</sup> May 2024.

10 Finance

- a To note the following payments made since the last meeting:
  - i Cheverton & Son Ltd                      Jan/Feb 2024 Newsletter                      £50.00
- b To consider payments for the following:
  - i. Mrs L Trabucco                              January Salary/Expenses/back pay      £250.38
  - ii. Mrs L Trabucco                              February Salary                              £178.48
  - iii. Lycamobile                                  Mobile sim only January                      £ 4.90
  - iv. Lycamobile                                  Mobile sim only February                      £ 4.90
- c To note the following payment received since the last meeting:
  - i. Barclays    Complaint for mandate                      £ 25.00
- d To consider and sign Mandate Change Form to remove previous Clerk
- e To consider and sign letter to Barclays to change address for all bank correspondence
- f To consider paying the Clerk's salary on a monthly basis

11 To consider correspondence received

Email	Norfolk County Council	<a href="#">Norfolk Minerals and Waste Local Plan – Notification of Submission</a>	For information
Email	Norfolk Rivers Trust	<a href="#">Aviva and WWF UK to launch a new fund</a>	For information
Email	East of England Ambulance Service	<a href="#">Public Access Defibrillator Norfolk</a>	For information
Email	Community Horsea3	<a href="#">Community Newsletter</a>	For information
Email	South Norfolk and Broadland District Council	Parish/Town Councils can obtain a free portrait of His Majesty The King via <a href="#">NACO</a>	Deadline for applications is 28 <sup>th</sup> March 2024
Email	South Norfolk and Broadland District Council	Broadland and South Norfolk Town & Parish Council Meeting	7 <sup>th</sup> March at 11am to 12pm
Email	Norfolk County Council	Receipt of <a href="#">the Greater Norwich Local Plan Inspectors' Report</a>	For information

12 General Parish Issues (for information only)

- 13 To consider and to confirm the date of the next Annual General meeting as Tuesday 7<sup>th</sup> May 2024 following the Annual Parish Meeting at 7pm