

COLBY & BANNINGHAM PARISH COUNCIL

Clerk: Mrs. M.E. Anderson-Dungar
Blacksmith's Cottage, Colby Road, Banningham
Norwich Norfolk NR11 7DY
Tel: 01263 732530 e-mail: clerk@colby-banningham-pc.gov.uk
website: www.colby-banningham-pc.gov.uk

NOTICE OF MEETING & SUMMONS TO ATTEND

PARISH COUNCIL MEETING WEDNESDAY 17 FEBRUARY 2021 at 7p.m.

The Meeting is being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

**The meeting is being held virtually and members of the public can join the meeting online via Zoom, using the link at the end of the Agenda

A G E N D A

01 APOLOGIES FOR ABSENCE

To receive apologies for absence

02 DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive Declarations of Interest in Agenda Items and to note any Requests for Dispensations

03 PUBLIC PARTICIPATION

To adjourn the meeting for 10 minutes to receive comments on agenda items from members of the public and Councillors with pecuniary interests.

04 RE-CONVENE THE MEETING

To re-convene the meeting

05 MINUTES

To receive and approve the following Minutes for signing later :

- Parish Council Meeting held on 20 January 2021*

06 INFORMATION ON MATTERS ARISING

To receive information on Matters Arising from any Minutes not listed elsewhere on the Agenda

07 REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS

To receive written/verbal reports from representatives, including the following:

Police –
District Council
County Council

08 MATTERS REFERRED FROM PREVIOUS MEETING

To consider the following items referred from previous meeting and agree action

1. Christmas Lights Competition 2021
2. Annual Parish Meeting

09 REPORTS/UPDATES ON AREAS OF COUNCIL RESPONSIBILITY

To receive the following verbal/written reports and/or recommendations:

1. Playing Field -
 - update on works since last meeting - *Working Group*
 - Letter to Anglian Water to discuss the discharge of most of the run-off water from the village of Banningham into a blocked ditch resulting in the flooding of the new car park. AW could connect into the land drains on the field and drain into Black Water Beck and the into The Bure. – *Mr Clarke*
2. Village Hall –
 - Working Group Meeting on 3 February 2021*
 - Criteria for allocation of reserves to Village Hall project – *Mr Clarke*
3. Village Green – *Working Group*
4. Allotments – *Mr Anderson-Dungar*
5. Telephone Box – *Mr Anderson-Dungar*

10 SCHEME OF DELEGATION

To receive a report from the Clerk on any decision taken since the last meeting under the Scheme of Delegation

11 CORRESPONDENCE/REPORTS

To receive the following items of Correspondence/Reports and agree action/response:

1. Seminar on Sole Trustee Status – Clerk*
2. Norfolk Association of Local Councils – latest newsletter^{*previously circulated via email*}
3. Norfolk Parish Training & Support – latest newsletter^{*previously circulated via email*}
4. Greater Norwich Local Plan*
5. Response from Highways re Grit Bins*

12 FINANCE

To consider the following financial items:

1. Schedule of Bills for Payment*
2. Bank Reconciliations for January 2021*
3. List of Receipts and Payments 1 April 2020 to 31 January 2021*
4. Appointment of Internal Auditor for 2021/2021 Accounts
5. Procurement Policy*

13 PLANNING MATTERS

1. APPLICATIONS DETERMINED

PF/20/1771 Land Adj. Watts Cottage, Mill Road, Banningham NR1 7DT

Two storey detached dwelling (4-bed) with detached garage / carport to front; alterations, including widening, of vehicle access

Decn: REFUSE Date: 11 February 2021

2. APPLICATIONS FOR CONSIDERATION

PF/21/0057 The Caravan, Colby Corner, Colby NR11 7EB

Detached Dwelling with Detached Garage and Associated External Works to replace Caravan and Outbuilding

14 ADJOURNMENT

To adjourn the meeting for 5 minutes to allow further public speaking

15 RE-CONVENE THE MEETING

To re-convene the meeting

16 RESPONSE TO PLANNING APPLICATIONS/ISSUES

To agree Response(s) to Planning matters

17 ITEMS FOR INFORMATION/FUTURE AGENDA

To receive items for information/referral to future Agenda

18 DATE OF NEXT MEETING

To confirm the date of the next meeting as **Wednesday 17 March 2021 at 7pm.**
This meeting will take place via Zoom

19 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSION OF STRANGERS) ACT 1960 DURING DISCUSSION OF THE FOLLOWING CONFIDENTIAL ITEM RELATED TO STAFFING MATTERS

Clerk's Annual Appraisal

Mo Anderson-Dungar
Mrs. M. E. Anderson-Dungar
Clerk of the Council

11 February 2021

**attached*

NOTES

This Agenda and documents marked as "attached" unless marked "Confidential" are available on the Council's website, at www.colby-banningham-pc.gov.uk

The Government has recently introduced temporary legislation enabling Parish Councils to hold virtual meetings. The Public are still invited to these meetings. The meeting will include public participation time when members of the public may speak. To avoid background disturbance, the Parish Council asks that all participants mute themselves when not speaking. .

To join the meeting:

<https://us02web.zoom.us/j/81383725857?pwd=S28zdVpkV3VWVTmd5aGc0Tm9mb2FBdz09>

Meeting ID: 813 8372 5857

Passcode: 606734

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