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](mailto:clerk@colby-banningham-pc.gov.uk)

website: [www.colby-banningham-pc.gov.uk](http://www.colby-banningham-pc.gov.uk)

NOTICE OF MEETING & SUMMONS TO ATTEND

**PARISH COUNCIL MEETING**

**WEDNESDAY 20 MAY 2020 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. For further details and to obtain an authorised link please email the parish clerk by 5pm on the day of the meeting:

[clerk@colby-banningham-pc.gov.uk](mailto:clerk@colby-banningham-pc.gov.uk)

## 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 Minutes of the Remote Parish Council Meeting held on 15 April 2020\* for approval. If approved, to be confirmed and signed at the next PC meeting held in person.

**06 INFORMATION ON MATTERS ARISING**

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

**07**  **FINANCE**

To consider the following financial items:

1. Schedule of Bills for Payment\*

2. Bank Reconciliations for April 2020\*

3. Annual Audit:

* To receive report from Internal Auditor – Mr Eke will present his report
* To confirm Exemption as a Smaller Authority and approve Certificate\*
* To approve Accounts for 2019/20\*
* To complete Annual Governance & Accountability Return sections:
  + 1 – Annual Governance Statement\*
  + 2 - Annual Accounting Statement\*

**08 PLANNING APPLICATIONS**

PO20/0297 Ambrose House, Mill Road, Banningham, NR11 7DT

Erection of single storey detached dwelling and detached storage building following demolition of existing dwelling. (Outline with approval sought for access and appearance only - details of landscaping, layout and scale reserved)

PF/20/0660 Heppinn Barn, North Walsham Road, Banningham NR11 7DU

Construction of 2no. dwellings (semi-detached) (part retrospective)

PF/20/0708 Heppinn Barn, North Walsham Road, Banningham NR11 7DU

Change of use of land from agriculture to residential curtilage in association with Planning Application PF/20/0660

PF/20/0750 Brookfield Cottage, Bridge Road, Colby, NR11 7EA

Creation of vehicular entrance/access, gates, fencing and erection of detached double garage with side storage (Part Retrospective) Brookfield Cottage, Bridge Road, Colby, Norwich, NR11 7EA

**09 ITEMS FOR DISCUSSION**

1. Policies – Amendment to Standing Orders – Remote Meetings\*

2. Playing Field:

* Car park
* Wildflower planting
* Notes of telephone meeting with Dr Studholme\*

3. Process for Grounds Maintenance Tender*previously circulated*

4. Telephone Box refurbishment

**10 ITEMS FOR INFORMATION/FUTURE AGENDA**

To receive items for information/referral to future Agenda

**11 DATE OF NEXT MEETING**

To confirm that the next Virtual Parish Council Meeting will be held on

**Wednesday 17 June 2020** at **7p.m.**

Mo Anderson-Dungar

Mrs. M. E. Anderson-Dungar

Clerk of the Council

13 May 2020

*\*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*](http://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. In order to avoid background disturbance, the Parish Council asks that all participants mute themselves when not speaking. .*