



**TO MEMBERS OF THE COUNCIL:**

You are duly summoned to the next meeting of **TIVETSHALL PARISH COUNCIL** to be held on  
**Wednesday 08 March 2017 at 7.30 pm** at Tivetshall Village Hall  
Ros Hill, Parish Clerk: Leylandii, Rectory Road, Tivetshall St Mary, Norwich. NR15 2AL Telephone 07830292074

**SIGNED:** *R G Hill*

**DATED:** 2<sup>nd</sup> March 2017

**AGENDA**

**1. APOLOGIES AND APPROVALS OF ABSENCE**

**2. TO CONSIDER APPLICANTS FOR CO-OPTION**

**3. TO RECORD DECLARATIONS OF INTEREST AND CONSIDER DISPENSATIONS**

**4. MINUTES**

- 4.1 To approve the minutes of the February council meeting
- 4.2 Matters arising from the minutes.

**5. REPORTS FROM CLERK AND COUNCILLORS**

- 5.1 Investigation into footpath on A140 north of Rectory Road (Cllr Tony Jollans)
- 5.2 Feedback on lorries queuing for weighbridge on Moulton Road (Cllr Tony Jollans)
- 5.3 Feedback from SNDC Governance Review Meeting with Burston, Gissing and Shimpling PCs (Cllr Tony Jollans/Rita Land)
- 5.4 Update on volunteer tree warden (Clerk)
- 5.5 Review of policies and procedures (Clerk)
- 5.6 To consider and approve End of Year Training course for Clerk

**6. PUBLIC PARTICIPATION – 15 MINUTES OVERALL**

- 6.1 Reports from District Cllr, County Cllr, and Police Community Support Officer if present
- 6.2 Parishioners' Forum

**7. PLANNING**

- 7.1 2017/0091 Cherry Tree Barn. Lodge Road, Tivetshall St Margaret, NR15 2AX Retention of temporary use of domestic outbuildings as residential annexe in connection with the approved barn conversion (2015/0960)

**8. TO DISCUSS MAINTENANCE MATTERS**

- 8.1 To consider proposed work and price for repairs to fence adjoining playing field
- 8.2 Repainting of metal swings by Playscape (Clerk)
- 8.3 To consider procedure for risk assessment and regular checks of play equipment

**9. FOOTPATHS**

- 9.1 To consider replacement of missing footpath finger posts
- 9.2 Update on foot bridges needing repair
- 9.3 To consider future approach to footpath maintenance

**10. HIGHWAYS ISSUES CARRIED FORWARD FROM JANUARY**

To consider and agree action to follow up matters raised with relevant responsible body

**11. TO NOTE CORRESPONDENCE RECEIVED**

- 11.1 NARS – request for funding
- 11.2 Battle's Over – A Nation's Tribute 11<sup>th</sup> November 2018 – To consider participation in this event
- 11.3 Access to notice board on the Village Green

**12. TO DISCUSS APPOINTMENT OF INTERNAL AUDITOR FOR EOY ACCOUNTS**

**13. FINANCE**

- 13.1 To receive the balance of accounts
- 13.2 To approve payments to include:

- 13.2.1. Clerk's expenses
- 13.2.2. Clerk's salary for period 15/01/17 to 31/03/17
- 13.2.3. Payment of Invoice for hire of village hall on behalf of Tivetshall Families and Friends (Section 137)
- 13.2.4. Payment of residual TFAF donation under Section 137
- 13.2.5. Payment of Invoice for hire of village hall for PC meetings (April 2016-March 2017)

**14. URGENT ITEMS FOR INFORMATION AND CARRYING FORWARD TO NEXT MEETING**

**15. TO SET THE DATE AND TIME OF THE NEXT MEETING**

Proposed as Wednesday 12<sup>th</sup> April, 2017 at 7.30pm

**16. TO CONSIDER EXCLUDING THE PUBLIC AND PRESS (FOR ITEM 17)**

**17. PERSONNEL MATTERS**

- 17.1 To consider and agree procedure for salary payments