



## TIVETSHALL PARISH COUNCIL

I give notice and summon members to attend the next meeting of **Tivetshall Parish Council** which will be held on **Thursday 15<sup>th</sup> July, 7.30pm at the Village Hall** to consider the business detailed below.

**SIGNED:** *A Arber*

**DATE:** 7th July 2021

**Members of the press and public are welcome to attend -  
there will be an opportunity for public participation, item 6**

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### AGENDA

Prior to the meeting there will be a presentation to Rita Land, ex-parish council chairman, to thank her for her contribution whilst on the council.

1. To consider apologies for absence
2. To consider declarations of interest on items on the agenda and consider any requests for dispensations
3. To consider the co-option of two new councillors
4. New councillors to sign the acceptance of office forms and register of interests forms and join the meeting
5. To appoint a Footpath warden
6. Minutes
  - 6.1. To approve the minutes of the 10<sup>th</sup> June 2021 Parish Council meeting
  - 6.2. Matters arising from the 10<sup>th</sup> June 2021 meeting **(for information only)**
7. Public Participation to include reports from District and County Councillors
8. Finance
  - 8.1. To receive the balance of accounts and bank reconciliation
  - 8.2. To note receipts since the last meeting
  - 8.3. To note payments made since the last meeting
  - 8.4. To approve the following payments

Alan Arber	Salary and expenses – June	£TBC
Gareth Hill	Salary and expenses – June	£TBC
CTS	materials for Handyman	£6.94
Norwich Print Solutions	Emergency Plan Letter	£117.60
Excite Solutions	Grass Cutting	£
Payment to HMRC for two months' tax and NI		£
Payment to S Jackman for Wix Training		£90.00

To agree Clerks and Handyman salary to be paid in August via email due to no meeting in August.
  - 8.5. To hear an update on the switch to online banking
9. Reports from Clerk and Councillors
  - 9.1. To receive the Clerk's report including the Handyman's report
  - 9.2. To hear an update on the renewal of the lease for the playing field
  - 9.3. To hear an update on the SAM 2 speed device and to consider any necessary action
  - 9.4. To hear an update on the signage for the play area

- 9.5. To hear an update on the request for additional TPOs (Tree Preservation Orders)
- 9.6. To agree Community Plan (Top 5 Actions)
- 9.7. To look at the possibility of putting a google drive account in place for correspondence
- 9.8. To adopt all new policies sent to councillors by email from The Clerk
- 10. To receive the Village Hall report
- 11. Development of the Neighbourhood Plan – update
  - 11.1. Progress to date
  - 11.2. Finance to date
- 12. Planning
  - 12.1. To consider a response to planning application 2021/1315  
Former Poultry Buildings At Elm Tree Farm School Road Tivetshall St Margaret Norfolk  
Variation of condition 2 of planning permission 2019/2053 to allow for an amended design.
  - 12.2. To consider a response to planning application 2021/1446  
Butterwick, Low Hales Street Tivetshall St Margaret NR15 2EE  
Remove the front half of the garage to then Infill the gap between the garage and the house. Extend the first floor over the infill and the remainder of the garage.
  - 12.3. To hear a report on planning applications determined by South Norfolk Council since the last meeting
  - 12.4. To discuss The Village Clusters and Formulate Parish council and parishioners Response
  - 12.5. To hear an update on Planning Enforcement issues
- 13. To hear an update on flooding mitigation for properties and Highways
  - 12.1 To consider outstanding and new highway issues and to consider any necessary action.
- 14. To hear an update on the Village Gateway project
- 15. To hear an update on the action being taken to remove obstructions from BOAT (byway open to all traffic) 36
- 16. To consider any necessary training for the new clerk/Handyman/Councillors
- 17. To arrange the distribution of the Community Emergency Plan letter to parishioner's
- 18. To hear an update on the Tivetshall Car Scheme and to agree any necessary action
- 19. To hear an update on the definitive map application for Church Lane and to consider whether there were any other routes in the parish that required registering.
- 20. To note correspondence received
- 21. To receive any urgent items for information and to consider items for the next agenda
- 22. To agree the date and time of the next Parish Council Thursday 9<sup>th</sup> September 2021