

To members of the Council and to invite members of the public

You are hereby summoned by the Clerk to attend the next Meeting of:

Ditchingham Parish Council

Date: Monday 17th July 2017 at 7.30pm

At: The Village Hall, Ditchingham

Parishioner Question Time

Members of the public are invited to address the Council between 7:30 & 7:55pm offering an opportunity to express their views or opinions on any matter **listed on the Agenda for the forthcoming meeting.**

However, where there is no further business to discuss, at the discretion of the Chair, parishioner question time will be concluded and the meeting proper commenced.

*Any matter **not listed on the Agenda for the forthcoming meeting** that a member of the public wishes to discuss will be progressed to the extent time permits. Where a Council decision is required this will be considered for inclusion on the Agenda of the next meeting; or for referral to the appropriate Council sub-committee.*

A. External Reports

- i. County Councillor
- ii. District Councillor

AGENDA

Items on the Agenda will be time limited and meetings should not exceed two hours.

Lead

1. To consider Apologies for Absence

Chair

2. Declaration of Interests and Consider Requests for Dispensation

Clerk

3. To Confirm the Minutes of the meetings held on 15th May 2017

This item for the purpose of confirming accuracy and completeness only. The Chair will sign the minutes at the end of the meeting.

Chair

4. Matters Arising

- a) Report matters arising from the minutes not on the agenda, nor included in committee reports.
 - BT Phone Box update
- b) To Do List
Attend to a list of outstanding items that have previously been noted as requiring the Council's action.

Chair

BB

Clerk

5. Co-option to fill Casual Vacancies

To consider co-option of parishioner(s) who have offered themselves for co-option.
None currently

Chair

6. To Select Community Committee Chair

Chair

7. Finance to:

Clerk

- a) To receive the Budget Report 2017/18
- b) To receive the RFO's Finance Report and Approve Cheques
- c) To consider Cemetery Fees for Addition Inscription

8. Policies Revisions and Adoption

- a) A Special Motion to adopt new Standing Orders
- b) Communications Policy
- c) Financial Regulations Policy – Section 12
- d) Planning and Highways Committee Policy
- e) Sub Committee & Advisory Committee Terms of Reference

Chair

9. To receive a report from the Planning & Highways Committee

- a) Planning Applications/Decisions

Chair

10. To receive Internal reports (if required) from Committees

- a) Chair's Report
- b) Planning & Highways
- c) Community
 - S106 monies update
 - Men's Shed update
 - Hollow Hill Footpath update
 - Tree Inspection update
 - The Play Area Mound Decking
- d) Finance & Resources

Chairs

11. Consider Issues not decided by Committees

- a) Chicken Roundabout Sculpture - update
- b) Litter Pick Saturday 13th May 2017 – update prize
- c) The Malting's Amenity Land
- d) Litter Bin – Falcon Meadow
- e) Future Yard Sale
- f) Facebook Page
- g) Resilience Planning
- h) Thwaite Road Play Area designation as a Village Green

Clerk
AL
Chair

12. To Notice Correspondence received

The Clerk has previously distributed correspondence to Councillors.

- a) A parishioner has submitted Freedom of Information and Exercise of Public Rights 2016/17 requests.

Clerk

13. Urgent Other Business

The Council may not make decisions on these items.

Chair

14. To receive items for the Next Agenda

Consider the need for an extra meeting, bring diaries.

Chair

15. To confirm the Dates and Times of the Next Year's Meetings

- Monday 18th September 2017 at 7.30pm
- Monday 20th November 2017 at 7.30pm
- Monday 15th January 2018 at 7.30pm
- Monday 19th March 2018 at 7.30pm
- Monday 21st May 2018 at 7.30pm

Planning Meetings arranged as required.

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 11th July 2017

