

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 20th March 2017 at 7.30pm

At: The Village Hall, Ditchingham

Members of the public are invited to address the Council between 7:30 & 7:55pm. 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. Members of the public are strongly encouraged to be present from the outset of business as the Chair will not re-open this session once concluded.

Parishioner Question Time

*[Members of the public are invited to informally address the Council BEFORE the start of the meeting proper and may use this session as an opportunity to express their views or opinions on any matter **listed on the Agenda for the forthcoming meeting**.*

*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. Men's Shed - Ditchingham

(Background information from Ditchingham Men's Shed speakers.)

B. External Reports

- a) County Councillor
- b) District Councillor
- c) Police

AGENDA

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

1. To consider Apologies for Absence

Lead

Clerk

2. Register of Members Interests/Declaration of Interests and Consider requests for Dispensation

Chair

3. To Confirm the Minutes of the meetings held on 16th January 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.

Chair

- i. Communication with Black Dog Runners - update
- ii. Hollow Hill Footpath – update
- iii. BT Phone Box
- iv. Village Sign - update

BB

b) To Do List

Attend to a list of outstanding items that have previously been noted as requiring the Council's action.

Clerk

<p>5. Co-option to fill Casual Vacancies <i>[To consider co-option of parishioner(s) who have offered themselves for co-option]</i> None currently</p>	Chair
<p>6. Finance to: a) To receive the Budget Report 2016/17 (Annex A) b) To receive the RFO's Finance Report and Approve Cheques (Annex B) c) To approve New Dog Bin at The Maltings</p>	Clerk
<p>7. Policies Reviews and Revisions Proposed changes to Standing Orders (Annex C) i) re filming of PC meetings ii) re Paper Ballots procedure</p>	Chair
<p>8. Community Governance Review a) To receive a briefing from the Chair b) To consider the timeline for responses to the consultation c) To consider the need to consult parishioners</p>	Chair
<p>9. To receive a report (if required) from the Planning Committee a. Planning Applications/Decisions b. Planning Procedure</p>	MA KW
<p>10. To receive Internal reports (if required) from Advisory Committees and Decision Committees (as appropriate) a. Chair's Report b. Planning & Highways c. Local Development - S106 monies update - Village Hall/Men's Shed Request for Expenditure d) Maintenance and Environment - Tree Inspection appointment of contractor - Grounds Maintenance appointment of contractor - The Dip Steps e) Finance & Resources f) Committees and Advisory Committees – scheduling of meetings</p>	Chairs
<p>11. Consider Issues not decided by Committees a) Chicken Roundabout Sculpture - update b) Wildflower Planting c) Litter Pick Saturday 13th May 2017 – Update d) To consider setting up a DPC Facebook page e) Neighbourhood Plan <i>[To discuss further the requirements and the process by which these will be progressed].</i></p>	Clerk
<p>12. To Notice Correspondence received <i>[The Clerk has previously distributed correspondence to Councillors as relevant by the Committee structure].</i> - Resilience Planning</p>	AL
<p>13. Urgent Other Business <i>[The Council may not make decisions on these items].</i></p>	Clerk
<p>14. To receive items for the Next Agenda a. Appoint an Internal Auditor for 2017/18 b. Future Yard Sale</p>	Chair
	Chair
	Chair

- 15. To confirm the Date and Time of the Next Scheduled Meetings**
- **Planning Committee** – Monday 17th April 2017 (if required)
- **Full Council** - Monday 15th May 2017 - AGM & APM

Annex

- A. Budget Report 2016/17
B. To receive the RFO Finance Report and Approve Cheques
C. Proposed Changes to Standing Orders

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 14th March 2017