

## **Agenda**

### **Swanton Novers Parish Council Meeting Monday 16th January 2023.**

I hereby summon all Councillors to the Swanton Novers Parish Council Meeting to be held at Swanton Novers Village Hall on Monday 16th January 2023 at 7.30pm.

- Welcome to members of the Parish Council and Parishioners.
- Apologies for absence-
- To receive declarations of interest – Members must declare any personal interest in any items on the agenda and state whether they are also prejudiced. In the case of personal interest, the member may speak and vote on the matter. In the case of prejudicial interest, the member must withdraw while the matter is discussed.
- **Public Forum** – To allow registered electors to raise any matters for discussion. The Forum will allow each member of the public three minutes each to raise their concerns in the meeting. After the Public Forum is closed no further comments are welcomed from the public during the Parish Council Meeting. Communication from the public is welcomed and can be sent to the Parish Council to be raised at subsequent meetings.
- **Reports from District and County Councillors.**
- **Matters arising from the meeting held on Monday 21st November 2022.**
  - Overgrown Vegetation – Church Lane, the vegetation has now been cut back and trimmed although the removal of the cuttings was poor, and the roadway has debris along it. Astley Estate do not own a road sweeper anymore and it is the responsibility of the contractor to remove this. This has been fed back to Astley Estate and is going to be discussed with the contractor.
  - All Matters are agenda items.
- **To sign as correct the minutes for the meeting held on Monday 21st November 2022.**
- **Matters arising from correspondence –**

- A letter of thanks received from Swanton Novers Village Hall Committee giving thanks for the kind donation from Swanton Novers Parish Council and their continued support with this massively important venue within the community.
- A complaint from North Norfolk District Council regarding overgrown vegetation along Plantation Lane restricting access and limitation of services to households along the lane. This complaint has now been passed along to Astley Estate and the matter is now being dealt with between the two parties to rectify the issue.
- A direct complaint to the Chair regarding the internal state of the bus shelter at the last meeting and the issue of fouling within the structure. This has now been deep cleaned and no further issues have occurred. But the shelter is being continuously checked at random for further issues.
- **Affordable Housing update- Ian Watson Secretary Swanton Novers Community Land Trust.**
- **Planning**
  - Proposal: Erection of single-storey rear extension and first floor side extension  
Location: Gardeners Cottage, Dereham Road, Swanton Novers, Melton Constable, Norfolk, NR24 2QT  
<https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RL31STLNJ6S00>.
  - This was missed from the last Parish Council meeting as this had been sent to Melton Constable Parish Council by mistake.
- **Grass and Hedge cutting in the village.**
  - A payment has been made to K R Hedgecutting for their completed work year to date. A detailed breakdown of the cost of the work to be carried out in 2023/24 is to be received.
- **Working groups - Update:**
  - Communications – Cllr. Chris Armstrong
  - Neighbourhood Plan – Cllr. Jeff Smallbones
  - Governance – Cllr Jenny Anderson- Policies- Approval of 3 new policies. Code of Practice Handling Complaints, Equality Policy, Safeguarding Policy.
- **Financial Report and payments for approval.** Parish Clerk to present up to date status of Parish Council Accounts.
- **Precept 2023/24- Confirmation that the Precept has been sent**

- **Elections – 3<sup>rd</sup> May 2023**
- **Items from Councillors and registered electors to be considered for inclusion on the agenda for the next meeting.**
- **Close Meeting**

**Chris Armstrong**

**Chair of Swanton Novers Parish Council**