

MORNINGTHORPE AND FRITTON PARISH COUNCIL

Chairman:- Mr P Rodger Tel:- 01508 499616 Clerk:- Evelyn Riches Tel:- 01508 532543

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January 4th 2016

Dear Councillors,

You are summoned to attend a Parish Council Meeting to be held on Monday 11<sup>th</sup> January 2015 at 6.30pm at The Barn, Friars Farm, Morningthorpe.

E Riches Clerk

AGENDA

1. To receive any apologies for absence
2. To receive any declarations of interest in any of the agenda items.
3. Public Period for 10 minutes when members of the public may ask questions/make statements.
4. Minutes of the meeting held 21<sup>st</sup> December - for correction. approval and signature. Any matters arising not otherwise covered on the agenda - this for info only.
5. Signing up of the Contract of Employment for the new Clerk/RFO Mrs T Higlett and welcoming her.  
Mrs Higlett then to take over the Clerkship/RFO from Mrs E Riches.
6. Correspondence:- To deal with any that may be to hand other than re finance. To date :- newsletter from Norfolk Police and Crime Commissioner.
7. Speeding:- To consider any further emails/ information regarding this matter - make any decisions as may be necessary.
8. Planning:- To consider application 2014/1524 Location:- The Grove, Hempnall Road, Fritton NR15 2LN. Proposal:- Retrospective application re change of use to a mixed use for vehicle storage and depollution facility, motorsport preparation and associated sales, storage, repairs and web based parts supply business. Application type : Change of Use.
9. Long Stratton Area Action Plan - Proposed Main Modifications and Sustainability Appraisal Consultation. Representations must consider whether Proposed Main Modifications, Sustainability Appraisal information and Policy Maps changes satisfactorily address matters of soundness and/or legal compliance, and must be made on the official response form.
10. Finances - to be informed of the amount of grant to be paid by SNC for 2016/2017 - Council had already agreed that £1703 precept was required. The precept form to be completed upon a proposal of the total amount to be required.

To deal with bank mandate re change of signatory - removal of and addition. To agree to online banking - agree to arrange re that?

Bank balances as at 29<sup>th</sup> December :- community acc. £1,120.39, Business Saver acc £403.12, Business Saver acc Two £3,414.86. Petty cash £24.80 Interest of 43p was added to the Business Saver acc Two on 7<sup>th</sup> December and 5p interest to the Business Saver acc on 7<sup>th</sup> December.

11. To consider as to whether an Autela Payroll system should be used .
12. To consider the purchase of a memory stick and mini projector .
13. To purchase a black cartridge as a spare for the printer and 500 sheets of paper.
14. To consider any matters relating to the retiring Clerk. To decide as to how to deal with the deleting or transferring of Parish Council items from the retiring Clerks computer, and the dealing with removal of the Parish Council email address from that but leaving it on the Parish Council Laptop. There could be the need for a technician to deal with this.
15. To arrange re the new Clerk dealing with the website - make any decisions necessary.
16. Items for inclusion on next agenda. These to include :- any requirements of the new Clerk to enable her to do what is necessary - i.e:-any training, items needed.
17. To arrange re the new Clerk dealing with the website.
18. Date of next meeting and Provisional dates for other meetings in the 2016/2017 year.

E. Riches Clerk 4/1/2016