

MORNINGTHORPE AND FRITTON PARISH COUNCIL

Chairman:- Mr P Rodger [Tel:- 01508 499616](tel:01508499616) Clerk:- Mrs E Riches [Tel:- 01508 532543](tel:01508532543) Email:- morningthorpe.pc@gmail.com

2nd March 2016

Dear Councillors,

You are summoned to attend a Parish Council meeting to be held on Tuesday 8th March 2016 at 6.30pm at The Barn, Friars Farm, Morningthorpe.

Signed:- E Riches. Clerk

AGENDA

1. To receive any apologies for absence
2. To receive any declarations of interest in the agenda items.
3. PUBLIC PERIOD -this when members of the public may ask questions/make statements.
4. Minutes of the meeting held 11th January 2016 for approval and signature.
5. Contract of Employment for new Clerk/RFO Mr Gareth Roderick-Jones to be signed up.

Mr Roderick - Jones to take over from Mrs Evelyn Riches as Clerk/RFO.

6. Correspondence - to deal with/ be aware of that that may be to hand other than in respect of finance - Info from Norfolk alc and SLCC..
7. Planning - i) applications that have been received: 2016/010 Morningthorpe Farm, Ansons Lane, Morningthorpe NR15 2SA . Proposal: Change of use of existing building for B2 industrial use in manufacture of bitumen based road repair products. Application type Change of use - also amended plans re this. It is known that a resident has made concerns known to South Norfolk Council regarding this application..

2016/01777 Baxendale House The Street Fritton NR15 2QT Single storey rear extension.

2016/0200 Sycamore Barn The Street Fritton NR15 2QT Extension to dwelling to form link with outbuildings and conversion of outbuildings to form annexes to main dwelling.

To consider these applications - to decide as to whether any comments are to be sent in to South Norfolk Council.

ii) To be informed of email from Wood Green Residents Group - decide as to response.

iii) To be informed of email from Newton Flotman Parish Council - to decide as to any response.

8. Speeding - to be informed of emails from Hempnall Parish Council and Mr Stretton.

9. Litter Pick - To decide as to holding a Pick - if so as to date for such to be made known to SNCouncil - South Norfolk Council to supply all necessary.

10. Meeting at South Norfolk Council 26th Feb. 2016 - Council to go into closed session to hear report re this.

11. Meetings/training to come - to decide as to attendance at any.

12. Finance - a) Bank balances to be made known - these as at 29th February 2016 -
Current account £1,120.39 Business Saver account £403.12

Business Saver account TWO £3,414.86 Petty Cash £24.80

b) Requirements To agree as to any payments to be made as necessary in this tax year (if possible cheques need to be cleared by bank by 31st March) payments - re use of home for the year, re use of barn for the year, pay applicable to E Riches as applicable. Purchases required (this re paper and spare cartridge ,memory stick and mini projector?) Payment re dog bin servicing when invoice received from South Norfolk Council .

c) Signatories - removal of and decision as to signatories as from now on - it has been any two from three councillors plus countersigning by Clerk - to consider just keeping to any two from three councillors?. Bank mandate to hand for changes to be dealt with.

d) To agree to affiliation to Norfolk alc for 2016/17 being paid when the amount is known - (Council having less meetings therefore need to consider this).

13. Accounts and Internal Audit re year 2015/2016 to agree that the accounts be prepared and internally audited by Mr John Alexander - this in order for them to be ready for the first day of the required public inspection period (Council set this as 9th June) - Accounts were checked by Mr Alexander 18th November 2015. There will then need to be a meeting to deal with all as is necessary after he has audited the accounts.

14. Notice Board - attention to this required. Action to be taken?

15. Wordpress website - the new Clerk to take over the dealing with this - to update as necessary. Deal with all necessary re each meeting.

16. Auto Pension Enrollment - this to be put in place. Meeting to be held 29th March 2016 - this in order to get all in place by 1st July 2016.

17. To agree as to any items to be included on the agenda of the next meeting.

18. Any matters requiring attention or reporting. All relative bodies to be informed of change of Clerk/RFO/ contact and any other information as may be necessary.

19. Meeting dates - 29th March and Annual Parish Council meeting 10th May at 6.30pm

The Annual Parish Meeting to follow at 8pm?

Signed:- E Riches 2/3/2016