



PULHAM MARKET PARISH COUNCIL

MRS C CRANE PARISH CLERK, SIXMILL GREEN, COLEGATE END ROAD, PULHAM MARKET, NORFOLK IP21 4G, Telephone 01379 608590

TO MEMBERS OF THE COUNCIL - You are hereby summoned to the Parish Council meeting to be held in the Meeting Room, Memorial Hall, Pulham Market, on Monday 14 October 2019, at 7.30pm. (Members of the public and press are welcome to attend.)

AGENDA

- 1. To consider accepting apologies for absence.**
- 2. To receive any declarations of personal or prejudicial interest from members on any item to be discussed and consider any dispensations.**
- 3. To receive reports on matters of interest to the parish from District and County Councillors.**
- 4. To approve and sign the Minutes of the last meeting held on 09 September 2019.**
- 5. The Clerk to provide a report to the members on the matters arising from the minutes of the last meeting.**
- 6. Parishioner open forum.**
- 7. Planning working party to provide recommendations on each new planning application presented, full council to consider and ratify comments and verdicts to each application.**
 - a. 2019/1800 Applicant: Mr Nicholas Thornton Location: The Letterbox Post Office And Store (Sams Local Shopper) The Green Pulham Market Norfolk IP21 4SJ Proposal: Retention of existing satelliste dish fixed to south elevation of property Application Type: Listed Building Consent
 - b. 2019/1829 Applicant: Mr M Canham Location: Monterey Station Road Pulham Market Norfolk IP21 4TD Proposal: Erection of garage to front of dwelling Application Type: Householder(comment date extended to be included for consideration on this agenda).
 - c. 2019/1907 Applicant: Mr & Mrs Hodge Location: Gresham Farm Semere Green Pulham Market Norfolk IP21 4XB Proposal: Re-build chimney stack (retrospective) Application Type: Listed Building Consent
- 8. Members to review the 2019-2020 Action Plan and ratify any actions necessary including;**
 - a. The Clerk's appraisal (Confidential Matter)
 - b. An update on the Tree work required at the top of Falcon Road with quotes and procedure (Cllr Hegarty)
 - c. Any other comments.
- 9. To receive and ratify matters relating to the finances including;**
 - a. Clerk's time sheet for September
 - b. Clerk's expense sheet for September
 - c. Clerk's SLCC Annual membership of £156 for 2019-2020
 - d. Finance statement for September-October 2019 and agree Councillor authorisation for payments
 - e. PKF Littlejohn Ltd (External Auditor for Accounts year ending 2019) comments and any recommendations.
 - f. The 6 Months Budget Review and overall finances to date.

- 10. The Clerk to present the two quotes received for the removal of the Leylandi hedge replacing it with a fence behind the Memorial Hall.**
- Members to review the quotes
 - Vote to take place on the following;
 - Option – TOPS
 - Option – JP Horticultural
 - Option - An alternative maintenance programme for the hedge and the boundary to be agreed.
- 11. To ratify the additional charges and amendment to the current grass cutting contract;**
- Memorial Hall hedge to be trimmed twice a year (June and September) at an additional cost of £90 per year.
 - Playing Field trees and hedge to be trimmed once a year along the front fence and round the BMX track, lifting the crown of all trees to 2.5 metres along the same area- work to be carried out in September at an additional cost of £160 plus VAT per year.
- 12. To discuss all matters relating to Christmas including;**
- The Clerk to provide supplier options for the purchase of the village Christmas Tree along with the costs involved.
 - Agreeing when and who will assist with the placement of the tree on The Green and who will assist with putting the lights on it
 - Agreeing the date and full details of the event
 - Who could be asked perform the light switching on The Green
 - To consider the request from Mr Jon Binham (The Crown PH) and the proposed Christmas event
- 13. To consider the recommendations from the 'Policy working party' in relation to the revised 'Financial Regulation Policy'.**
- Provide any further amendments or comments
 - Ratify the Financial Regulation Policy
- 14. To consider the 2019/20 Parish Partnership Funding Scheme in conjunction with Norfolk County Council Highways.**
- 15. To consider 'Consultation on division boundaries for Norfolk Council Council' and ratify a response.**
- 16. To consider and note correspondence received and ratify requests where necessary to include;**
- Emails received from a resident regarding planning concerns
 - Pulham Primary School – Traffic, speeding and parking concerns.
 - Pulhams Pre-School have requested a promotional banner to be located on The Green.
 - A character reference has asked to be provided to a resident
- 17. To ratify the details for inclusion in the diary & / or Parish Magazine and to include;**
- Pulham Primary School's request for reading volunteers
- 18. The Clerk to provide and receive items for the next agenda and confirm the date and time of the next Parish Council meeting as Monday 11th November 2019 at 7.30pm.**
- Consideration of the Mini recycling centre adopter payment.
 - Consideration of Cil Money expenditure.

Signed:



Date: 8th October 2019