



# **PULHAM MARKET PARISH COUNCIL**

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

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**TO MEMBERS OF THE COUNCIL - You are hereby summoned to the Annual General Meeting of the Parish Council followed by a Parish Council meeting to be held VIRTUALLY VIA ZOOM (Due to the Coronavirus Pandemic)**

**From this moment on The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 shall be referred to as LAPCP Regulations 2020 to allow virtual meetings.**

**On Monday 18 May 2020, at 7.30pm.**

**(Members of the public and press are welcome to join the meeting via phone or video conference, please let the Clerk know in advance if you would like to listen to the meeting.)**

## **AGENDA**

1. Appointment of Chairman and Vice-Chairman and Declarations of Office.
2. To consider accepting apologies for absence.
3. To receive any declarations of personal or prejudicial interest from members on any item to be discussed and consider any dispensations.
4. To receive reports on matters of interest to the parish from District and County Councillors
5. To approve and sign the Minutes of the last meeting held on 20 April 2020.
6. The Clerk (and Councillors where necessary) to provide an update on the matters arising from the minutes of the last meeting and provide any other information on actions that had been undertaken since the last meeting.
7. To consider recommended revisions to annually reviewed policies.
8. Confirmation / Appointment of Representatives to:-
  - a. Semere Recreation Ground Trustees:
  - b. Town Estate:
  - c. Tenec Trust:
  - d. Planning working party
  - e. School Governors' Representative: no official representative needed.
  - f. Burial Ground working party
  - g. Footpath Warden:
  - h. Tree Warden:
  - i. Action Plan

9. To consider the General Power of Competence
10. To ratify the banking mandate
11. 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. 2020/0803 Applicant: Mr & Mrs Spanswick Location: The Homestead Barnes Road Pulham Market Norfolk IP21 4SR Proposal: Extension to garage and increase to roof height. Heat pump installation. Application Type: Householder
12. Parishioner open forum-please advise the Clerk in advance of the meeting if you will be raising any points.
13. Presentation of the 2019-2020 End of Year finance report.
  - a. To approve the presentation of the end of year accounts 2019-2020
  - b. To receive the Annual Governance and Accountability Return 2019/20 Part 3
  - c. To review the effectiveness of Internal Controls 2019-2020
  - d. To approve the Annual Governance Statement 2019-2020
  - e. To approve the Accounting Statements 2019-2020
14. Members to receive the CIL report to date and discuss future budgeting / or expenditure.
15. Members to receive a report from the co-ordinator of Pulham Market (coronavirus) Community Help Group and consider applying for the Covid-19 Community response fund via Norfolk Community Foundation for a grant of up to £1,000.
16. To discuss the restoration of the village sign and consider any further action required
17. To receive a footpath report to date and consider any further action required.
18. To receive correspondence from a resident regarding the wild flower area in the Burial Ground.
19. To consider a grant application in line with the Grant application policy from;
  - a. The Memorial Hall committee.
20. To receive and ratify matters relating to the finances including;
  - a. Clerk's time sheet for April
  - b. Clerk's expense sheet for April
  - c. Clerks wages for May
  - d. Beckvale Community Car Scheme 2020-21 contribution payment of £586.50.
  - e. Finance statement for May 2020 and agree Councillor authorisation for payments.
21. The Clerk to provide and receive items for the next agenda and confirm the date and time of the next Parish Council meeting held virtually using Zoom on Tuesday 9<sup>th</sup> June 2020 at 7.30pm.

**Signed:**



**Date: 13<sup>th</sup> May 2020**