

FELBRIGG PARISH COUNCIL

Chairman – Councillor D. Connelly

Vice-Chairman – Councillor M. Filby




Dear Sir/Madam

12th February, 2024.

You are hereby summoned to attend a meeting of **Felbrigg Parish Council** to be held on **Monday 19th February, 2024** at **7.30 pm** in **Felbrigg Village Hall**.

Yours faithfully,


Mrs. J. Chance
Clerk

AGENDA

1. **Minutes of the Meeting held on 20th November, 2023.**
2. **To receive declarations of interest and requests for dispensations.**
3. **To receive apologies for absence.**
4. **Public Participation** – To allow members of the public opportunity to inform the meeting. This item is limited to 15 minutes (maximum of 3 minutes per person).
5. **To receive information concerning Resignation and Casual Vacancy.**
6. **To receive reports on Policing matters.**
7. **County and District Councillors' Reports.**
 - 7.1 County Councillor's Report.
 - 7.2 District Councillor's Report.

Clerk: Julie Chance

Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP.

[Tel:- 07305048062](tel:07305048062)

8. To consider any Planning matters.
9. To receive update concerning B1436.
10. To receive update concerning Parish Plan.
11. To review Policies.
 - 11.1 **Standing Orders** – To receive update from amendments.
 - 11.2 **Planning Procedures** – To review Planning Procedures.
 - 11.3 **Asset Register** – To review Asset Register.
 - 11.3a To receive information concerning insurance of assets.
 - 11.3b To receive update concerning asset inspection and agree any action.
12. **Highways.**
 - 12.1 To receive update from Highways visit.
 - 12.2 Temporary Traffic Orders – Circulated.
13. To receive update concerning Cycles – Catton’s Drift.
14. To receive update concerning The Dell.
15. To receive update concerning Openreach Cover
16. **Finance**
 - 16.1 **War Memorial** – To receive update concerning quotes, cleaning and grant application.
 - 16.2 **Full Council Training** – To receive update concerning shared Full Council Training.
 - 16.3 **SAM 2 Posts** – To receive information concerning new SAM2 posts.
 - 16.4 To agree Cash Book.
 - 16.5 To sign Bank Statements against Bank Reconciliation.
 - 16.6 **Internal Auditor** – To agree Internal Auditor.
 - 16.7 To agree the following cheques:- £

J.I. Chance – Clerk – December 2023, January and February 2024 plus Office Allowance and Mileage	314.85
HMRC – Tax	75.00
Stuart Hutcheson – IT for Laptop	113.75

Westcotec – New SAM 2 Sign Posts and Brackets 305.40

17. Broadband.

18. Felbrigg Village Green – Cadent Gas.

19. Correspondence.

NNDC – Planning Roadshow – Circulated.

NCC – Norfolk Minerals and Waste – Circulated.

NNDC – Affordable Housing Crisis – Circulated.

Tim Adams – Fly Tipping Report – Circulated.

NCC – Review of Bus Service – Circulated.

Norwich Western Link – Circulated.

Norfolk ALC – Various Circulated.

20. Date of Next Meeting – Monday 20th May, 2024 – 7.30 pm – Felbrigg Village Hall. Please note this will be the Annual Parish Meeting and the Annual Parish Council Meeting.

To discuss any arrangements for Annual Parish Meeting.

21. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC.

22. Clerk's Contract – To agree Clerk's Contract.