

THORNHAM PARISH COUNCIL
CHURCH FARMHOUSE
EAST WALTON ROAD
GAYTON
NORFOLK
PE32 1PH



Tel: 01553 636499 Email: Thornhampc@gmail.com

Chair: Cllr Colin Venes Clerk: Mrs Sarah Bristow

SUMMONS TO ATTEND THE MEETING OF THE
THORNHAM PARISH COUNCIL
MEMBERS OF THE PUBLIC ARE WELCOME

3 January 2020

Dear Councillor

Notice is given that the Parish Council Meeting of Thornham Parish Council will be held on Wednesday 15 January 2020, at 7.00pm at The Village Hall, Thornham.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sarah Bristow', with a long horizontal flourish extending to the right.

Sarah Bristow (Mrs)
Parish Clerk/RFO

If any member of the Public present wishes to address an item on the Agenda please advise at agenda Item 3 public questions or by speaking with the Clerk prior to the start of the meeting. The item may be considered earlier.

1. To Consider apologies for absence
2. **To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.
3. **Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**
4. **To Receive Councillor Reports**
 - 4.1 County Councillor – Cllr Jamieson
 - 4.2 Borough Councillors – Cllr Lawton

5. Minutes of Parish Council Meeting held on 11 December 2019

- 5.1 To consider and approve the minutes.
- 5.2 Matters arising from the minutes
 - 5.2.1. (5.2). To receive update re Mapping Tool & Borough Council Training
 - 5.2.2 (7.5). To receive update on Dog Bin & Licence
- 5.3 5.2.3. To receive update re hedge obscuring new sign at West End of the Village.

6. Neighbourhood Plan

To receive update and consider any action necessary on Neighbourhood Plan.

7. Village Matters

- 7.1 To receive update and consider any action on Shore Road
- 7.2 To receive quotes and vote on Streetlight Energy.
- 7.3 To consider and vote on any necessary action re Village Asset Report
- 7.4 To consider any action necessary to refurb telephone kiosk on the green by All Saints Church.

8. Finance: (see reports attached)

To review and consider any action necessary

- 8.1 Finance Chair's Report
- 8.2 Monthly Accounts for Payment.
- 8.3 Money Received.
- 8.4 Bank Reconciliation November & December 19
- 8.5 Bank Mandate
- 8.6 Health & Safety Including Risk Assessments
- 8.7 Budget Plan
- 8.8 Setting the Precept

9. Governance:

To review and consider any action necessary

- 9.1 Training
- 9.2 Policies
 - 9.2.1 Code of Conduct
 - 9.2.2. Equality & Diversity
 - 9.2.3. Freedom of Information Publication Scheme
 - 9.2.4. GDPR
 - 9.2.5. Grant Awarding and Grant Application Form
 - 9.2.6. Planning Policy and Delegated Decision Protocol
 - 9.2.7. Records Management Policy & Appendix 1 and Appendix 2
 - 9.2.8 Risk Management
 - 9.2.9. Complaints Form
 - 9.2.10 Privacy
- 9.3 Annual Risk Assessments
- 9.4 Privacy Statement

10. Outside Agencies

- 10.1 To receive report from TVH&PF Ltd

11. Planning Applications and Determinations:

In order to reduce the number of extra ordinary meetings called, any applications which have been received by the Parish Council since the publication of the agenda and the actual

meeting, will be considered at said meeting, unless the Parish Council decide otherwise. All Applications will be listed with a decision on the minutes of the next meeting.

Applications:

Any Applications

Determinations:

19/01771/F Variation of condition 1 of planning permission 16/00387/F: New drawings to reflect altered positioning of garage (Amended scheme). Land Adj ToThe Orange Tree High Street Thornham - **Refused**

19/01761/F Addition of 8 additional parking spaces with appropriate turning head, construction of additional access on to A149 to aid in the reduction of congestion around existing access used by Thornham Village Hall & Thornham Deli Thornham Village Hall, High Street - **Granted**

Any others

12 Highways

12.1 To receive update and consider any action on NCC Ranger Works

13. Correspondence: (see associated papers)

To review and consider any action necessary

The following list of correspondence can be viewed by arrangement with the Clerk.

Any correspondence that needs action which arrives after the published agenda will be added if cannot wait until the next meeting.

14. Items For Next Agenda

14.1 To consider items that need to go on the next agenda.

15. Date, and Place of next meeting.

Parish Council Meeting Wednesday 15 January 2020 at The Village Hall at 7.00pm.

NB. Councillors & members of the public, please note that ANY item in consideration of the agenda MUST be with the Clerk 10 clear days prior to the meeting. (Saturdays & Sundays are included for ease of calculation, this timescale may change if Annual Leave is being taken, please check with the Clerk.)