

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

6 May 2020

Dear Councillor

Notice is given that the Annual Parish Council Meeting of Thornham Parish Council will be held via Zoom on Wednesday 13 May 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. If you wish to be part of the Zoom meeting, please contact the Clerk to joining details.**

- 1. To Elect a Chair for the coming year.**
- 2. To Elect a Vice Chair for the coming year.**
- 3. To receive signed Declaration of Office from Chair and Vice Chair  
– To be Completed Electronically after the meeting.**
- 4. To elect members to sit on the Finance & Staffing Committee.**
- 5. To Consider apologies for absence**
- 6. 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.

- 7. Appointment of Parish Council representatives to serve on the following Committees/Organisations:**  
  
Church Committee – Mrs J Needham  
RSPB – Cllr R Gulliver & Cllr S Greef  
Cattlegate Holders – Cllr A Needham & Cllr I Barrett  
Village Hall & Playing Field Ltd – to be deferred until after the VH&PF AGM.
- 8 To receive reports from: Written reports to be circulated prior to the meeting.**
  - a. Church Committee – Mrs J Needham
  - b. The Chairman – Cllr C Venes
- 9. To Review Standing Orders**
  - a) To Adopt the revised Standing Order re Coronavirus 2020 Act.
- 10. To Review Financial Regulations**
- 11. Thornham Parish Council Annual Accounts 20019/20.**
- 12. Date, Time, Place of next Annual General Meeting.**  
**Wednesday 12 May 2021 at 7.00pm in Thornham Village Hall.**
- 13. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**
- 14. To Receive Councillor Reports**
  - 14.1 County Councillor – Cllr Jamieson
  - 14.2 Borough Councillors – Cllr Lawton
- 15. Minutes of Parish Council Meeting held on 11 March 2020**
  - 15.1 To consider and approve the minutes.
  - 15.2 Matters arising from the minutes
  - 15.3 (7.5). To receive update on Dog Bin & Licence
- 16. Neighbourhood Plan**  
To receive update re submitted plan.
- 17. Finance: (see reports attached)**  
To review and consider any action necessary
  - 17.1 Finance Chair's Report.
  - 17.2 Monthly Accounts for Payment.
  - 17.3 Money Received.
  - 17.4 Bank Reconciliation End of March 2020
  - 17.5 Bank Mandate
  - 17.6 Health & Safety Including Risk Assessments
- 18. Governance:**  
To review and consider any action necessary
  - 18.1 Training
- 19. Outside Agencies**
  - 19.1 To receive report from TVH&PF Ltd

## 20. 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:

- 20/09546/F Application for Two storey, single storey and porch extensions, loft conversion and alterations at Thornleys Barn High Street Thornham **Prior agreed to recommend approval with Traffic Management Plan.**
- 20/00508/F Application for removal or variation of Condition 2 of planning permission 19/02023/F: Demolition of an existing property and construction of replacement dwelling at Fulney Ploughmans Piece Thornham. **Prior agreed to recommend approval.**
- 20/004873/F Application for Alterations to existing dwelling Tanglewood, High Street Thornham. **Prior agreed to recommend approval with Traffic Management Plan.**
- 20/00188/F Application for Alterations and extensions to existing dwelling at Oldfield The Green Thornham **Prior agreed to recommend approval.**
- 20/00611/F Application for Construction of a single dwelling at Land To The Rear Twin Cottage High Street Thornham
- 20/00625/F Application for Variation of conditions 2, 4, 11, 12, 13, 14 and 15 and removal of conditions 7, 8, 9 and 10 of planning permission 20/00321/F: Variation of Conditions 2 and 16 of Planning Permission 19/01949/F: Alteration of existing dwelling and erection of three dwellings at Tanglewood High Street Thornham

Any others

### Determinations:

- 20/00075/F Application for Side and Rear Extensions to existing cottage at Coastguard Cottage, The Green, Thornham. -**Granted.**
- 20/00156/F Application for *Variation of conditions 1, 2, 8, 9 and 12 of Planning Permission 16/00387/F: New drawings to reflect altered positioning of garage (Amended scheme) at Land Adj Orange Tree Public House High Street Thornham - **Granted .***

Any others

## 21 Highways

- 21.1 To receive update and consider any action on NCC Ranger Works

**22. Correspondence: (see associated papers)**

- a. Email from Parishioner re Dog Fouling
- b. Email from Parishioner re Visitors
- c. Email from Parishioner re Shore Road

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.*

**23. Items For Next Agenda**

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

**24. Date, and Place of next meeting.**

Parish Council Meeting Wednesday 10 June 2020 via Zoom 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.)