



# Cantley, Limpenhoe and Southwood Parish Council

19 Willow Close, Brundall, Norfolk, NR13 5PZ

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Clerk to the Council: Mrs Melanie Eversfield

**Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected. A copy of the Council's Filming at Meetings Guidance is available on request.**

**To members of the Council,**

You are hereby summoned to attend a meeting of Cantley, Limpenhoe and Southwood Parish Council at **Limpenhoe Village Hall**, **Thursday 21<sup>st</sup> March 2019, 7pm** for the purpose of transacting the following business:

*M Eversfield*

**Parish Clerk  
14<sup>th</sup> March 2019**

- 1) Public Forum**
- 2) To consider apologies for absence**
- 3) Declaration of interest for items on the agenda and applications for dispensation**
- 4) To confirm the minutes of the meeting held on Tuesday 21<sup>st</sup> February 2019**
- 5) Urgent items to be raised through the Chair, if any**
- 6) Update on matters arising from minutes, if any**
  - a) Handyman / Grounds Maintenance
  - b) Closure of Church Road crossing
- 7) To note the resignation of Michael Smith.**
- 8) Highways and Transport, if any**
- 9) Finance**
  - a) To nominate one Councillor as Internal Control Inspector to carry out quarterly financial checks.
  - b) To consider paying Clerk salary and expenses via online banking.
  - c) To consider payment of the following

i) Mrs M Eversfield	Salary & Expenses – March 2019	£207.20
ii) HMRC	PAYE – March 2019	£42.80
iii) Mrs M Eversfield	SLCC Membership Contribution	£33.78 **
iv) Norfolk Parish Training and Support	Membership	£101.34 **

\*\*As agreed at February's Meeting
- 10) Correspondence**
  - a) Norwich Western Link – Consultation Analysis Update – (Emailed to you on 14<sup>th</sup> March 2019)
- 11) Planning**
  - a) BA/2019/0065/FUL & BA/2019/0066/FUL – 2 x Steel portal frame buildings for pig rearing on straw based system for 1,000 pigs – Barn End, Grimmer Lane, Cantley, Norwich. (Letter of objection from resident enclosed).
  - b) 20190329 – Two storey side and rear extension and detached garage to existing semi-detached house – Hame, School Lane, Cantley, NR13 3SA.
  - c) 20190293 – Two storey side extension and single storey side and rear extension –Grove House, Porters Road, Beighton, NR13 3NR.
- 12) Ongoing Matters, if any.**
- 13) Policies and Procedures**
  - a) To note that the Clerk has completed the re-declaration of compliance with the Pensions Regulator.
  - b) To note that the Community Engagement Policy has been reviewed with no changes made.
  - c) To note that the Financial Risk Policy and Assessment has been reviewed and no changes made.
  - d) To note that the Asset Register has been reviewed and no changes made.
- 14) New Matters**
  - a) Burglaries in the area.
- 15) Items for Next Month's Agenda**
- 16) To confirm date of next meetings: Thursday 4<sup>th</sup> April 2019 at 7.00pm at Cantley Village Hall – Annual Parish Meeting**

**Thursday 18<sup>th</sup> April 2019 at 7.00pm at Cantley Village Hall**