

FRANSHAM PARISH COUNCIL

The next meeting of the Parish Council will be held on Tuesday 19th March 2024 at 7.00pm in the Village Hall.

Fransham Parish Council welcomes the public and press to its meetings.
You may address the Council during the public participation session
but standing orders do not allow participation in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on Tuesday 16th January 2024.
4. To receive County/District Councillor reports.
5. Open Forum for Public Participation.
6. Highway Matters.
 - a) To receive updates in respect of issues previously reported:
 - Four dropped manhole covers on A47 – reported to National Highways again.
 - Misleading signage on Love Lane – C/Cllr to investigate and this has been chased up.
 - A47 Streetlight – fitted incorrectly or insecure – reported to National Highways.
 - New Gate on Footpath 6 (Station Road) – to ensure permission has been obtained from Norfolk County Council.
 - Dirty Pavements on A47 – reported to National Highways.
 - Stile on FP4 – broken step reported to Highways.
 - Flooding on Station Road – between no's 3 and 7 – blocked drains reported to Highways.
 - b) To receive an update regarding repair works to the trod.
 - c) To receive an update on requests to National Highways for a pedestrian crossing and an extension of the pavement from Spicer's Corner.
 - d) To consider the installation of a litter bin in the A47 layby.
 - e) To receive an update regarding the request for highway SLOW's.
7. Planning Issues.
 - a) New Applications.
 - Town and Country Planning Act 1990 - Appeal under Section 78 - Proposed Barn at Station Road - Erection of 1no. rural workers dwelling - Application reference: 3PL/2023/0320/F.
 - 3PL/2024/0148/HOU – 27 Glebe Close - proposed Single Storey Extension to Rear
 - To consider any other applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)

- b) Decisions Due.
- 3PL/2023/1140/HOU – Crowe Hall, Dereham Lane - construction of a gable roofed Pool house which includes a gym and sauna incidental to the host dwelling house – APPROVED.
 - 3PL/2023/1007/VAR – 2 Wood Farm Cottages, Goggles Lane - variation of Conditions 5, 7, 8 and 9 on 3PL/2021/0457/F - conditions that were pre-commencement/occupation that were not discharged – APPROVED.
 - 3PL/2022/0957/F – land at Grovewood House, Station Road - conversion of existing barn to holiday let - Amendment: Red line amended to incorporate new access point.
 - 3PL/2023/0819/F – Home Farm, Beeston Road – change of use of farm buildings to storage use (Use Class B8)
- c) To receive an update re the Breckland Local Plan and consider any action.
- d) To consider a Standard Light Clause to include in responses to planning applications.

8. To receive an update in respect of the Vattenfall Community Fund, the Offshore Transmission Network and other matters relating to the infrastructure at Necton.
9. To receive an update regarding the Village Sign and to consider other issues arising from the regular inspections of council assets.
10. To consider any maintenance for the War Memorial.
11. To receive an update regarding new trees for the orchard on the Village Hall Field.

12. Finance & Governance Matters.

- a) To receive a financial report for the year ending 31st March 2024.
- b) To consider the draft Annual Report for the year ending 31st March 2024.
- c) To consider the draft Action Plan for the year ending 31st March 2025.
- d) To consider approval of the following policy documents:
- Financial Regulations
 - Asset Register
 - Risk Assessment & Management Policy
 - Code of Conduct (new Breckland document)
 - Retention & Disposal Policy
 - Publication Scheme
- e) To consider any charitable donations (budget £50).
- f) To consider approval of the following payments and note any receipts.

PAYMENTS

P23 Clerk Salary & All (Feb)	£tbc (SO)
P23 HMRC – PAYE	£tbc
P24 Clerk Salary & All (Mar)	£tbc (SO)
P23 HMRC – PAYE	£tbc
P21 ICO Data Protection	£35.00 (DD)
P25 Donation – tbc	£50.00
P26 Village Hall Hire	£tbc

**, (SO) or (DD) indicates payment has been made.*

13. To note the meeting dates for 2024/24.
 - 21st May 2024 (Annual Meetings – commencing at 6.30pm)
 - 16th July 2024
 - 17th September 2024
 - 19th November 2024
 - 21st January 2025
 - 18th March 2025

14. Correspondence for circulation.
(correspondence received after the agenda has been published will be circulated at the meeting)
 - Norfolk Minerals and Waste Local Plan - Notification of Submission and availability of documents for inspection.

15. To receive any new items for the next meeting.

16. To note the Annual meeting of Fransham Parish Council will be held on Tuesday 21st May 2024, following the Annual Parish Meeting which will commence at 6.30pm.

Sheryl Irving
Clerk to the Council
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Wednesday 13th March 2024