

## FRANSHAM PARISH COUNCIL

The Annual General Meeting will take place on Tuesday 15<sup>th</sup> May in the Village Hall, immediately following the Annual Parish Meeting which will commence at 6.30pm.

*Fransham Parish Council welcomes the public and press to its meetings.  
You are able to address the Council during the public participation session but the law does not permit members of the public and press to take part in the debates.*

*S.A. Irving*

Sheryl Irving  
Clerk to the Council

[franshamparishcouncil@gmail.com](mailto:franshamparishcouncil@gmail.com)

9<sup>th</sup> May 2018

### AGENDA

1. Welcome and apologies for absence.
2. Election of Chairman & signing of declaration of office.
3. Election of Vice-Chairman & signing of declaration of office.
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on Tuesday 20<sup>th</sup> March 2018.
6. To discuss any matters from the March minutes (not on the agenda).
7. County/District Councillor reports.
8. Open Forum for Public Participation.
9. To report any progress regarding the seventh parish councillor vacancy.
10. To receive a Crime & Policing report.
11. To receive an update in respect of the Breckland Local Plan.
12. Planning Issues.
  - 12.1 Current Applications:
    - 3PL/2018/0459/O - Residential Development (amended scheme) - Land at Kirkhams Meadow, Little Fransham
    - 3PL/2018/0376/F - Conversion of Barn workshop/store to one dwelling - Land opposite Danby House, off Station Road Great Fransham
  - 12.2 Decisions Due:
    - 3PL/2018/0046/F - Proposed Extension to Grain Store Great Dunham Hall, Great Dunham – comments submitted re route restrictions – decision to be made by Committee.

13. Highway Matters.
  - 13.1 To receive a report on the proposed trod on Station Road.
  - 13.2 To receive updates in respect of issues previously reported:
    - Hedge at Lyndhurst Cottage – being progressed
    - Station Road Hedge (owner unknown) – being progressed.
    - A47 – from East into village – uneven road surface – will be resolved early 2018.
    - Flooding between 3 & 5 Station Road – reported again.
    - Logs in ditch near Chapel on Station Road – being progressed.
    - Bridleway at Great Fransham – being progressed.
  - 13.3 To receive reports of any new highway issues.
14. To receive a report on the Bus Shelter Project.
15. To consider approval of policy documents in respect of Data Protection Regulations.
16. To receive a report in respect of the Proposed Vattenfall Offshore Wind Farm.
17. To consider a report in respect of the Parish Website.
18. To review Standing Orders & Financial Regulations.
19. Financial Matters.
  - 19.1 To receive a financial update in respect of the budget/accounts for the year ending 31<sup>st</sup> March 2018.
  - 19.2 To receive the Internal Auditor's report and to consider recommendations.
  - 19.3 To approve the Annual Governance Statement in the 2017-18 Annual Return.
  - 19.4 To approve the Statement of Accounts in the 2017-18 Annual Return.
  - 19.5 To approve certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
  - 19.6 To receive a financial update in respect of budget/accounts for year ending 31<sup>st</sup> March 2019.
  - 19.7 To consider approval of the Clerk's annual incremental pay increase & new pay rates effective from 1<sup>st</sup> April 2018 and to review Clerk's monthly hours.
  - 19.8 To approve cheques for payment.
 

• Clerk – Salary/Allowance – Apr/May 18	£tbc
• HMRC	£tbc
• Brisley PC – Clerk's Training (pro-rata)	£9.00
• Max Bergin – internal auditor	£20.00
• Insurance	£167.44
20. Correspondence for circulation.
 

(correspondence received after the agenda has been published will be circulated at the meeting)

  - Breckland Environmental Health, Training & Consultancy
  - Calor Rural Community Fund
  - Norfolk Playing Fields Association Newsletter
  - Norfolk SLCC 2018 Conference

21. To note the meeting dates for the council year 2018/19.

- Tuesday 15<sup>th</sup> May 2018
- Thursday 17<sup>th</sup> July 2018
- Tuesday 18<sup>th</sup> September 2018
- Tuesday 20<sup>th</sup> November 2018
- Tuesday 15<sup>th</sup> January 2019
- Tuesday 19<sup>th</sup> March 2019

22. To receive any items for the next meeting.

23. To confirm the date of the next meeting of Fransham Parish Council will be held on Tuesday 17<sup>th</sup> July 2018 in the Village Hall at 7.00pm.

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