

FRANSHAM PARISH COUNCIL

The Annual Meeting of the Parish Council will be held on Tuesday 16th May 2023, following the Annual Parish Meeting which commences at 6.30pm, 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. Election of Chairman and signing of the declaration of office acceptance form.
2. Election of Vice Chairman and signing of the declaration of office acceptance form.
3. Welcome and apologies for absence (apologies received from Cllr James).
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on Tuesday 21st March 2023.
6. To consider adopting the General Power of Competence.
7. To receive County/District Councillor reports.
8. Open Forum for Public Participation.
9. Highway Matters.
 - a) To receive updates in respect of issues previously reported:
 - Dropped manhole covers on A47 – reported to National Highways again.
 - FP4 – junction with Dereham Lane – broken stile – reported to Highways who have written to the landowner.
 - Overgrown grass to front of bungalows on Station Road – Norfolk County Council should cut this grass four times a year but have not done so in recent years. C/Cllr to ensure grass is picked up following first cut this year.
 - Crown Lane, near to farm entrance - road surface breaking up – reported to Highways and now repaired.
 - Misleading signage on Love Lane – C/Cllr to investigate.
 - A47 Streetlight – fitted incorrectly or insecure – reported to National 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.
10. Planning Issues.
 - a) New Applications.
 - 3PL/2023/0320/F – Proposed Barn at Station Road - Erection of 1 no. rural workers dwelling.
 - To consider any other applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).

- b) Decisions Due.
- 3PL/2022/0833/F – Beeston & Fransham – New Farm, Fransham Road - construction of rural workers dwelling and double cart port.
 - 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.
- c) To consider a response in respect of the Breckland Local Plan consultation and opposition to the ‘New Town’.
- d) To consider any response to the Necton Parish Council Pre-Submission Consultation on their Draft Neighbourhood Plan.
11. To receive an update in respect of the Vattenfall Community Fund and the Offshore Transmission Network and other matters relating to the infrastructure at Necton.
12. To consider any issues arising from the regular inspections of council assets including the dedication plate on the Village Sign.
13. Finance & Governance Matters.
- a) To receive a financial report for the years ending 31st March 2023 and 31st March 2024.
 - b) To receive the internal auditors report and consider any recommendations.
 - c) To approve the annual governance statement in the 2022-23 Annual Return.
 - d) To approve the Statement of Accounts in the 2022-23 Annual Return.
 - e) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
 - f) To approve the 2023/24 action plan and the 2022/23 annual report.
 - g) To receive an update regarding the Council Insurance renewal.
 - d) Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of a staffing matter.
 - h) To consider approval of the following payments and note any receipts.
- | Ref | Payee | Amount |
|----------|--|--------------|
| PAYMENTS | | |
| P1 | Clerk Salary & All (Apr) | £160.12 (SO) |
| P1 | HMRC – PAYE | £1.80* |
| P2 | Clerk Salary & All (May) | £131.72 (SO) |
| P2 | HMRC – PAYE | £30.20 |
| P3 | Norfolk Parish Training & Support Subscription | £57.50 or |
| P4 | Norfolk ALC Subscription | £126.88 |
| P5 | Brisley PC (Clerk Training – FOI) | £6.86 |
| P6 | BHIB Insurance (Year 2 of 3) | £376.12 |
| P7 | Internal Auditor | £35.00 |
| RECEIPTS | | |
| R1 | Precept (1 of 2) | £2,875.00 |
| R2 | HMRC PAYE (2022-23 Refund) | £117.40 |

14. Correspondence for circulation.
(correspondence received after the agenda has been published will be circulated at the meeting)
 - Thank you letter from NIDAS (Leeway).
 - Thank you letter from Brave Futures.
 - Volunteering opportunities within our communities and The Big Help Out.
15. To receive any new items for the next meeting.
16. To confirm the next meeting of Fransham Parish Council will be held on Tuesday 18th July 2023 at 7.00pm in the Village Hall.

Sheryl Irving
Clerk to the Council
franshamparishcouncil@gmail.com
Tuesday 9th May 2023