AGENDA
Wortwell Parish Council

To Parish Councillors: you are required to attend the meeting below

There will be a meeting of Wortwell Parish Council on Monday, 26 March 2018 at 7.30pm at Wortwell Community Centre

Members of the public are welcome to attend and there will be an opportunity for public participation after agenda items 2 and 23

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

1. Welcome by the Chairwoman

2. To receive and approve apologies of absence from members unable to attend

To receive any declarations of interest (personal, prejudicial or pecuniary), in particular matters to be raised at this meeting (Note: A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates and in this case the member may speak and vote, however if it is a prejudicial or pecuniary interest, the member should withdraw from the meeting whilst the matter is discussed

The meeting will be adjourned for public participation (maximum 10 minutes) for items, on the Agenda only, to be discussed.

3. To approve and sign the Minutes of the meetings held on the 26th February 2018 and 8th March 2018

4. To receive Reports from our District and County Councillors
- 1.1. Report from County Councillor Mrs Stone - 10 minutes
- 1.2. Report from District Councillor Dr Gray - 10 minutes

5. Council Vacancy - Presentations from Applicants
- 1.1. Robert Smith
- **1.2.** Clive Aylett

6. To receive the Chairwoman's report and agree any necessary action - 10 minutes

7. To receive reports from Parish Councillors and agree any necessary actions - 10 minutes

8. To receive the Clerk's Report and agree any necessary actions - 10 minutes
- 1.1. Letters to charities - Marshes in Low Road, Poors and Allotments Charity and Townlands Charity
- **1.2.** Car Parking in Harleston - Wortwell contribution

9. Election of Councillor to serve on the Community Centre Management Committee

10. Review of Groundsman's contract - Knoll and Playing Fields - note WCC Contribution.

11. To receive report from working party: Community Action Plan and Consultation

12. Agree Standing Orders

13. **Tree Warden - to receive report from working party - update**

14. **Greater Norwich Local Plan - update including Sale of Land at Homersfield**

15. **Pavilion - future plans (note asbestos report)**

16. **Training**
    1.1. Update from working party - Councillors' training schedule
    1.2. Update from Clerk - training schedule

17. **Correspondence – file to be circulated**

18. **To discuss Playing Field issues:**
    1.1. To receive reports on play areas, equipment and Recycling Centre for March and agree any necessary actions
    1.2. To discuss maintenance of play equipment, including zip wire and fortress
    1.3. To receive update on Football coaching taking place on Friday evenings

19. **Allotments**

20. **Planning**

Planning Application(s) within Wortwell Parish:
To discuss, assess and decide on planning applications received this month

Planning ID	Date email received	Extension required Y/N	Extension request made	Extension approved	No Extension request made	Added to Agenda of next meeting	New deadline	Decision made	Conditions	Returned to SNDC
2018/0464	27/2/18	Y	27/2/18	5/3/18		26/3/18	2/4/18			
2018/0484	5th March	Y	5/3/18	6/3/18		26/3/18	27/3/18			

21. **Responsible Financial Officer Report**
    1.1. Accounts - present full accounts for 2017/18
    1.2. Bank Accounts - to discuss amalgamation of premium and current accounts and receive update report from clerk and agree any necessary actions
    1.3. Transfers of Funds and Ring-fencing of monies - discuss and agree any necessary actions.
    1.4. HSBC - Investment fund. Renewal - Discuss and agree any necessary actions
    1.5. To discuss and approve Accounts, Bank Statements and Payments to be made - Report on payments over £100 and Receipts over £100

22. **To discuss items for the agenda for the Annual Parish Meeting on Monday 30th April**

23. **Items for consideration at the next meeting on Monday 21st May 2018**

The meeting will be adjourned for public participation (maximum 10 Minutes)

Close of Meeting

Signed: Mrs Lua Leggett , Parish Clerk……Lua Leggett**……20/3/2018**