

## **TACOLNESTON PARISH COUNCIL**

PARISH CLERK: Hellen Hammond, Tacolneston Parish Council, Tacolneston & Forncett Recreation Centre, West Way,  
Tacolneston, Norwich. NR16 1BZ

Tel 01379 674774 Email: tacolneston-pc-clerk@outlook.com

---

### **A Meeting of Tacolneston Parish Council will be held in Tacolneston Village Hall on Wednesday, 19<sup>th</sup> September 2018 at 7p.m.**

#### **All councillors are summoned to attend.**

The press and public are welcome and are able to address the Council during the Public Participation.

However, the law does not permit members of the press and public to take part in debates.

### **Agenda**

1. To consider accepting apologies for absence
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed
3. To confirm the accuracy of the minutes of the meeting held on 18<sup>th</sup> July 2018
4. To confirm the accuracy of the minutes of the AGM held on 23<sup>rd</sup> May 2018
5. To confirm the accuracy of the minutes of the meeting held on 27<sup>th</sup> February 2018
- 6. Planning Application Ref: 2018/1910**
  - a) Public Participation
  - b) Decision
7. To receive Cllr McClenning's comments on correspondence produced by Cllr Darrell at the last meeting
8. To receive the Clerk's report
  - a) Website
  - b) Sole Trustee Report
9. To receive the RFO's report
  - a) Bank
  - b) CIL Report
  - c) Community Cash 2017 Report
  - d) Statement of Accounts to 31/08/18
  - e) Approve the Payment of the following:

|                     |                                   |                 |                |                 |
|---------------------|-----------------------------------|-----------------|----------------|-----------------|
| Tops                | Gardening Services - June         | 231.45          | 46.29          | 277.74          |
| Tops                | Gardening Services - July         | 231.45          | 46.29          | 277.74          |
| Tops                | Gardening Services - August       | 231.45          | 46.29          | 277.74          |
| Parish Clerk        | July Wages                        | 565.04          |                | 565.04          |
| Parish Clerk        | July Expenses                     | 87.49           | 12.45          | 99.94           |
| Parish Clerk        | August Wages                      | 428.06          |                | 428.06          |
| Parish Clerk        | August Expenses                   | 80.10           | 14.40          | 94.50           |
| NPTS                | Budget & Precept Training         | 40.00           |                | 40.00           |
| NPTS                | YR/End & Minute/Agenda Training   | 80.00           |                | 80.00           |
| Sutcliffe Play      | Phase 11 Equipment & Installation | 7358.40         | 1471.68        | 8830.08         |
| Sutcliffe Play      | Phase 11 Equipment & Installation | 3678.05         | 735.61         | 4413.66         |
| Play Inspection Co. | Annual Inspection                 | 65.00           | 13.00          | 78.00           |
|                     | <b>TOTAL</b>                      | <b>13076.49</b> | <b>2386.01</b> | <b>15462.50</b> |

#### **10. Public Participation**

- a) Reports on matters of interest to the parish from the District and County Councillors
- b) To receive reports from the Tree Warden and Footpath Warden
- c) Members of the public to raise matters of concern

#### **11. To receive and consider correspondence**

#### **12. Update on proposed repair of Village Sign**

#### **13. To discuss Railings for School and Parking Issues**

Continued

## **TACOLNESTON PARISH COUNCIL**

2.

14. To receive the Working Group MO Action Plan Report

15. Policies/Procedures

- a) Agree the Grievance Procedure Policy
- b) Agree the Lone Worker Policy
- c) Agree the Harrassment and Bullying Policy
- d) Agree the Communications Policy

16. Members of the Public to leave for HR matters.

- a) Appoint 2 x Councillor's for Staff Appraisal
- b) Discuss and agree Staff Annual Leave

17. To receive items for the next Agenda and confirm the date and time of the next Parish Council Meeting

Signed: *H Hammond* on 11<sup>th</sup> September 2018