

TACOLNESTON PARISH COUNCIL

PARISH CLERK: Sue Bunn. Tacolneston Recreation Centre, West Way, Tacolneston, Norwich.NR16 1BZ
Tel 07748 964493 Email: tacolneston-pc-clerk@outlook.com

**An Ordinary Meeting of Tacolneston Parish Council will be held in The Woodlands Club, Hall Road, Tacolneston. NR16 1AL on
Tuesday 11th February 2020 at 7.30pm.
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. Public Participation
 - a) Reports on matters of interest to the Parish from the District and County Councillors and Tree Warden.
 - b) Members of the public to raise matters of concern
4. To approve and sign the minutes of the ordinary parish council meeting held on the 17th December 2019.
5. Matters deferred from previous meetings.
 - a) Village Sign Update.
 - b) Footpath Maps availability
 - c) Financial regulations (see item 6b)
 - d) Financial risk assessment (see item 6c)
6. Finances
 - a) To note current Balances
 - b) To review Financial Regulations and sign off
 - c) To review Financial Risk Assessment and sign off
 - d) To review the Internal Control Policy, appoint a new Internal Control Officer if required and sign off.
 - e) To review the response from PKF Littlejohns for the year 2018/2019.
 - f) Approve the following payments

Payee	Detail	Nett	VAT	Gross
Mrs FM Bunn	Clerks wages Dec (Bank transfer)	285.25		285.25
Mrs FM Bunn	Expenses home working costs, mileage. Decemeber	£17.35		£17.35
Mrs F M Bunn	Clerks wages Jan (Bank transfer)	£285.25		£285.25
Mrs FM Bunn	Expenses home working costs, mileage	£17.35		£17.35

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South Norfolk Council	Annual charge for emptying dog bins	£534.00	£106.80	£640.80

7. To approve the following training. New Councillor Training for Cllr Taylor at a cost of £44.00 (discounted rate for Norfolk PTS Subscribers) to be held at Upton Village Hall on March 25th. Financial Year End Training for the Clerk and Councillor/s at a cost of £44.00 per person (discounted rate for Norfolk PTS Subscribers) to be held at Upton Village Hall on the 4th March or at Swaffham on the 5th March.
8. To Discuss Planning Applications Received.
 - 8.1 2020/0034 | Addition of 3 small windows to the west elevation | Manor House Barn 68 Norwich Road Tacolneston NR16 1BY
 - 8.2 2020/0048 | Proposed new self-build dwelling | Land North Of 122 Norwich Road Tacolneston Norfolk
9. To review the following policies: Communications Protocol.
10. Correspondence received.
 - Norfolk PTS Training/networking sessions.
 - South Norfolk Big Litter Pick.
 - Annual Rough Sleeper Survey (South Norfolk Council)
 - Norfolk ALC Well Being Initiative Update
11. Public Participation.
12. To set the date and time of the next Parish Council meeting and except items for the agenda.

Signed: *Sue Bunn*

Date: 6th February 2020