**Brundall Parish Council**

**To all members of Brundall Parish Council y**ou are summoned to the **Meeting of the Parish Council**, which is to be held via remote access (Zoom) on Monday **25th January 2021** at 7.00 pm for the purpose of transacting the following business: Press and public are permitted.

Zoom codes:

Meeting ID: 832 6462 7808

Passcode: 815297

**Agenda**

1. **Housekeeping**
2. **Apologies for absence - to consider acceptance of reasons for absence**
3. **Declarations of interest on items on the Agenda**
4. **To confirm the Minutes of the meeting held on 14th December 2020**
5. **To report on actions arising from the Minutes not on the Agenda: for information only**
6. **To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillors’ and District Councillors’ reports**
7. **Re-convene the Meeting**
8. **To consider the Co-option of a new Councillor following the Casual Vacancy**
9. **Chairman’s Report**
10. **Parish Council Committee Reports:**
11. **Land Management report (Cllr Abbott)**
* To approve the proposed 25-year Lease for Church Fen moorings from the Broads Authority
* To approve the recommendation for approval of a new clause in the Cemetery regulations (5.22)
* To approve an added section in the Cemetery fees schedule for children under the age of 18
1. **CDROB report (Cllr Britt)**
* To approve the adoption of the final draft of the Letter of Accord
1. **Advisory and Scrutiny Committee – Next meeting 26th January 2021**
* To consider the vacancy for the A&S Committee
1. **Update from the subgroup on the Sports Hub (Chairman)**
2. **Report by the Memorial Hall Liaison (Cllr Bonham)**
3. **Feedback from the Local Authority Cluster Meeting**
4. **To approve the Council’s Calendar of Meetings for 2021-22**
5. **Planning applications to consider:**
* **20202345 - Description:** Reconfiguration of the drive thru lane and car park to introduce side by side ordering, with new kerb lines and 2 customer order displays (COD), with a minor booth extension (1.6 sqm) and associated works to the site. Installation of new digital drive thru signage suite. Location: McDonalds, Yarmouth Road, Witton, Postwick, NR13 5AR Application Type: Full Planning (**Ratify a No Objection decision by planning subgroup)**
* **20202415 - Description**: Single Storey Rear Extension Location: 2 Holmesdale Road, Brundall, NR13 5LX Application Type: Householder
1. **Finance:**
* To approve further bills for payment for January 2021 (please refer to the schedule of cheques for approval/signature)
* To approve the 4th quarter bank reconciliation and receive the budget vs actual figures
* To review and update the Broadland Deposit mandate to add or remove Councillors
* To ratify the decision by the Clerks to appoint a preferred Insurer -for the council’s insurance (renewal due on 22 January 2021)
* Cemetery Fees – to approve a recommendation by the Land Management Committee to raise the fees by 10%
1. **Parish Clerks Correspondence**
2. **Items for next Agenda (not for discussion)**
3. **Date for next Parish Council Meetings –**22nd February 2021

**Sharon Smyth** Parish Clerk clerk@brundall-pc.gov.uk M:07809 144342

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Date: 18th January 2021