



To all members of Brundall Parish Council. you are summoned to a two part **Meeting of the Parish Council**, which is to be held in the **St Laurence Centre, Brundall** on Monday **25<sup>th</sup> September 2023**

## Agenda

### Part One 6pm - Meeting under the Public Bodies (Admissions to Meetings) Act 1960.

To consider the tender for a builder for the Sports Hub Pavilion and approve the preferred contractor and to approve the Chairman and Vice Chairman to sign the contract.

To review and approve a delegated spending authority for the Sports Hub sub group

### Part Two 7pm - Meeting opened to the Press and Public to transact the following business

#### Housekeeping

1. To consider apologies for absence
2. Declarations of interest on items on the Agenda
3. To confirm the Minutes of the Parish Council Meeting held on 24<sup>th</sup> July 2023 and the confidential notes to item 2023-0119
4. To report on actions arising from the Minutes not on the Agenda: for information only
5. To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillor's and District Councillors' reports

#### 6. Re-convene the meeting

#### 7. Reports:

##### Sports Hub Sub Group Chairman

- To revise the remit of the Sports Hub sub group

**Land Management** - to approve the cost of additional standpipes for the allotments with a budget of £3,050

**Environment Committee – Cllr Warns**

**Recreation and Wellbeing Committee Cllr Gabillia (Cllr Savory as absent)**

**Staffing Committee – Cllr Wilkins**

**Advisory and Scrutiny Committee – Cllr Warne**

**To approve the following Council policy amendments:**

- Revisions to the Standing Orders – updates to the Financial Controls and Procurement
- Equalities Policy Statement
- Freedom of Information document
- Pension Policy
- Reserves Policy
- Vexatious Complaints Policy
- Grants and Donations policies – to add criteria to the application form

#### 8. Pilot social media management

Consideration of appointing up to 4 councillors to manage the Social Media pilot . Approval of one Councillor to work on council website

#### 9. Planning

- To review the processes of the planning subgroup recommendations and ensuing Council comments between meetings.

##### Applications to ratify:

**2023/2093:** Development Land At Yarmouth Road Yarmouth Road Witton Norfolk, Proposal: Erection of a three-storey office building, a light industrial building, and an area of hardstanding to serve as car and lorry parking. No Objections.

**2023/2236-**Applicant: Mr and Mrs Simon and Laura Bennettbeck

Location: 12 Laurel Drive Brundall Norfolk NR13 5RE.Proposal: Single storey side extension and roof alterations

Application Type: Householder - No Objections.

BA/2023/0015/FUL Proposal: Extension to existing boatyard to provide dry berths for boats and provision of hard-standing and car parking Address : Land At Brundall Gardens Marina, West Lane, Brundall, Norwich Applicant : Mr Samuel Dacre – To object as previous submission

##### Planning Applications to consider:

**Application No. 2023/2723:** Location: Land Rear Of 15 Highfield Avenue Brundall Norfolk

Proposal: Erection of 5 no. single storey dwellings with associated garages and construction of a vehicular access (existing dwelling to be demolished). Application Type: Full Planning Permission. Deadline 6 October 2023.

**10. To consider the Parish Partnerships 2024-25 invitation to apply for funding (deadline 8 December)**

**11. Road Safety report**

**12. Finance**

- To ratify payments made for August 23 and to approve bills for payment for September 2023 (please refer to the schedule of cheques for approval/signature)
- To note payments made July-August 23
- To add a named signatory to the Unity bank account
- to approve the setting up of standing orders for payments to our monthly contractors: Garden Guardian, Cozens, Bruce's Property Maintenance, Norfolk Pension Fund, Martin Reynolds.

**13. Parish Clerk's Correspondence**

**14. Items for next agenda (not for discussion)**

**15. Date for next Parish Council Meeting 23 October 2023**

*Sharon Smyth*

Parish Clerk

*Chaudia Dickson*

Deputy Parish Clerk 18/9/23