



Agenda

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 22nd July 2024
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. Updates and Reports:
 - a) Sports Hub sub-group, including:
 - i. To confirm the final budget position and consider additional items to purchase
 - b) Land Management Committee, including:
 - i. Consideration of a revised fee structure for the Cemetery and to ringfence the income for future maintenance and expansion
 - ii. A request for the Chairman of Land Management to be a standing member of the Finance Group (see 9. b))
 - c) Environment Committee
 - d) Road Safety group, including:
 - i. To consider requesting a feasibility study for a second pedestrian crossing on The Street
 - e) Finance group
 - f) Social Media group
8. **Advisory & Scrutiny Committee**
To consider the following policies:
 - a) Social Media Policy - revised
 - b) Communications Policy - revised
 - c) Livestreaming Policy – new – to consider the terms under which the Council wishes to livestream meetings
 - d) Staff Expenses Policy - new
 - e) Community Infrastructure Levy (CIL) Policy and application form - new
9. To consider the remit and membership of the following groups ahead of Terms of Reference being considered by the Advisory and Scrutiny Committee:
 - a) Social Media Group
 - b) Finance Group
10. To ratify comments submitted for the following planning applications:
 - a) 2024/2113 - rear infill extension with associated alterations at 4 St Michaels Way, Brundall, NR13 5PF – no objections

11. To consider Planning Applications received, including:

- a) 2023/3021 - Reserved matters details of appearance, landscaping, layout and scale of 147 dwellings, open space, associated access, car parking, garaging, drainage infrastructure and other associated works following outline/hybrid permission 20211917 at Land East Of The Memorial Hall Links Avenue Brundall NR13 5LL
- b) 2024/2563 – two storey front extension, proposed first floor by raising ridge line and erecting dormers on both sides of the roof, erection of front porch and demolition of garage at Wych Hazel, 10 Laurel Drive, Brundall, NR13 5RE
- c) Notification of appeal 2023/3696 - demolition of existing dwelling, and erection of single storey dwelling with vehicular access at St George 15 Highfield Avenue Brundall Norfolk NR13 5NT

12. Asset of Community Value

- a) To consider applying to register Springdale
- b) To discuss whether to register Snowy's Nursery and Preschool
- c) To respond to queries on the Low Farm Wood registration application

13. To receive the Parish Partnership Scheme details for 2025/26

14. To discuss the AEDs (defibrillators) in the village, including their current condition, possible replacement, and ongoing maintenance costs

15. To consider a request for a Councillor to attend a Guides meeting in November to talk about Parish Councils and what a Parish Councillor does

16. Finance, including:

- i. To note the External Audit report and comments received
- ii. To consider a quote for replacing the lamp post outside 78 St Laurence Avenue
- iii. To approve the payment of all members of staff by standing order
- iv. To consider Silver membership of Community Action Norfolk
- v. To ratify bills for payment for August 2024
- vi. To approve bills for payment for September 2024
- vii. To note payments made in July 2024

17. Parish Clerk's Correspondence, including:

- a) To consider information from the Brundall Local History Group regarding the weathervane from Springdale

18. Items for next agenda (not for discussion)

19. Date for the next Parish Council meeting: 28th October 2024

Closed session: *This session is held with the public and press being excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information.*

20. Update on the negotiations with Shell

21. Update from the Staffing Committee

Claudia Dickson

Parish Clerk 18/09/24