

Shouldham Parish Council

I hereby give you notice that an Ordinary Meeting of the above-named Parish Council will be held online on Google Hangouts on **Monday, 18 May 2020 at 7.30pm**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Shouldham Parish Council welcomes the public and press to its meeting. For public to virtually attend the meeting you will need a Google account (with appropriate IT) and to email the clerk at shouldhampc@gmail.com no later than 2 hours prior to the meeting to indicate that you would like to attend the meeting. A link to invite you to the meeting will then be sent. Please ensure your microphone is switched off unless invited to speak by the chairman. To ask to speak you can send a message on screen. Due to COVID19 restrictions on movement the agenda is only available online. Standing Orders have been amended to incorporate these adaptations.

Agenda

- 82/20 To receive apologies for absence.
- 83/20 To receive declarations of interest in items on the agenda and any requests for dispensation.
- 84/20 To hear from the public present (max 15 mins & 3 minutes per person).
- 85/20 To agree the minutes of the ordinary Meeting held on 20 April 2020. (To be signed at next meeting opportunity in accordance with revised Standing Orders)
- 86/20 Borough and County Officers reports.
- 87/20 To ratify actions taken since last meeting under the scheme of delegation. (List of Actions – Annex A to BCP listed on website <https://shouldhampc.norfolkparishes.gov.uk/coronavirus-covid19/business-continuity-plan/>)
- 88/20 To report on the Shouldham Contingency Emergency Response Team actions – Chairman.
- 89/20 To review policies:
 - a. Code of Conduct.
 - b. Risk Assessment & Management Plan.
 - c. Health & Safety.
 - d. Document & Data Retention and Disposal.
- 90/20 Updates on flooding in Dec 19/Jan 20.
 - a. East Gate – Shouldham Hall dyke drain - ongoing.
- 91/20 To consider complaint responses from BC regarding Planning 18/00979/F - 18 Hallfields (if received).
- 92/20 Update on progress to apply for the Warren to be registered as a Community Asset – Cllr Brewer lead.
- 93/20 Reports on progress of items from previous meetings:
 - a. Bin Housings installation – Clerk update.
- 94/20 To receive updates on highways and parking issues:
 - a. Ryston Runners Club Inconsiderate parking – Update from Chairman on review of Hire Conditions wording with VH Ctte.
- 95/20 To review installation of rabbit fencing on the playing field:
 - a. To ratify onsite discussions by Cllrs present on 21 Apr 10 to scope the remaining work.
 - b. To consider and record impact on 2020/21 budget (Use of CIL proposed by Cllr Matthews).
- 96/20 Correspondence received that is not listed on the agenda:
 - a. Village Gates paint – offer from Dave Bevan for cost of paint (£25-30).
 - b. SAM Battery replacement required – overheating, 5-6 years old so life expectancy has been reached replacement from Westcotec circa £80.
- 97/20 Consideration of planning applications and decisions: None received.

98/20 Financial Matters:

- a. To authorise payments.
- b. To resolve to declare the Council exempt from external audit for 2019/20.
- c. To hear report on Internal Audit progress and handover of RFO responsibilities.
- d. To decide on Insurance renewal options.

To receive reports from Clerk and Cllrs on issues not on the agenda:

- e. Bus stop proposal (deferred to next meeting)
- f. Highways Rangers work requests.

99/20 To receive items for the agenda for the next Ordinary Parish Council meeting to be held on Monday, 15 Jun 2020 at 7.30pm (Online or in Shouldham Village Hall dependent on restrictions in force).

Signed: Parish Clerk: *Mike Inder*
Mike Inder shouldhampc@gmail.com

Dated: 13 May 2020