

# DRAYTON PARISH COUNCIL

To Parish Councillors: you are summonsed to attend the meeting below.

There will be a meeting of Drayton Parish Council on Thursday 1<sup>st</sup> December 2016 at 7.00 pm in The Pavilion at the King George Fifth Playing Field, Drayton High Road, Drayton NR8 6AW

## MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

## AGENDA

1. Apologies and acceptance for absence.
2. Members' declarations of interest and requests for dispensations.
3. To receive approval of minutes of the meetings held on 3 November 2016.
4. To adjourn the meeting to allow Members of the Public to speak in accordance with standing order 3 (e)
5. To receive reports from:
  - The County Councillor
  - The District Councillors
  - The Police
6. Report from the Clerk.

### 7. Planning

7.1 – To consider planning applications:

20161861 – 23 Manor Farm Close. Single Storey Rear Extension incorporating Balcony.

20161841 – 9 Cator Road. Single Storey Flat Roof Side/Rear Extension.

20161832 – Plot 6 Rear of Firbanks 35 School Road. Erection of Dwelling and Associated Garage.

20161909 – 71 Fakenham Rd. Single Storey Rear Extension including Alterations to Rear Outbuilding and Front Elevation.

### 8. Finance

8.1 To receive and approve bank reconciliation.

8.2 To receive and approve accounts.

8.3 To consider engaging the Parkinson Partnership to correct backdated VAT status.

8.4 To consider output VAT adjustment following confirmation of full VAT registration from HMRC.

8.5 To note receipt of Annual Return 2015/16 from External Auditors.

### 9. General Matters

9.1 To note list of uncirculated correspondence.

9.2 To consider response to Hellesdon Parish Council's Neighbourhood Plan submission.

9.3 To consider forming a Strategy & Project Working Group to establish the aims and aspirations of the Parish Council moving forward.

9.4 To receive a report from Friends of Longdale – Cllr Anderson.

### 10. Environment & Highways

10.1 To note committee meeting held 10 November 2016 and to agree the minutes by those committee members present.

### 11. Staffing

11.1 To note committee meeting held 10 November 2016 and to agree the minutes by those committee members present.

### 12. Playing Fields

12.1 To note committee meeting held 24 November 2016 and to agree the minutes by those committee members present.

12.2 To consider filling vacancy on committee following resignation.

### 13. Exchange of Information

14. To confirm the date of the next meeting as **Thursday 5<sup>th</sup> January 2017 at 7.00pm.**

15. To exclude the press and public under the Public Bodies (Admissions to Meetings) Act 1960 during discussion of agenda items 16 to 18 because of the confidential nature of the business to be discussed.
16. To consider response to letter received from the Leader of Norfolk County Council.
17. To consider response to letter received from the Chief Executive of Broadland District Council.
18. To consider response to letter received from the Monitoring Officer of Broadland District Council.

**Signed:**

A handwritten signature in black ink, appearing to read 'Jonathan Hall', written in a cursive style.

**Jonathan Hall - Clerk to the Council**

25 November 2016