

# SURLINGHAM PARISH COUNCIL



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Parish Clerk

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## Members

Councillors are hereby summoned to this Parish Council Meeting of Claxton Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

**Date:** Tuesday 12<sup>th</sup> September 2023

**Time:** 7.30pm

**Place:** Surlingham Village Hall

**In line with standing orders the meeting will close no later than 9:30pm.**

## AGENDA

1. Welcome from the Chair
2. To receive and approve apologies for absence.
3. To receive any declarations of interest from Members & consider requests for dispensation.
4. To approve the minutes of the Parish Council meeting held on 11<sup>th</sup> July 2023.
5. Adjournment for Public Participation (15 minutes allowed for). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.
6. **Reports from:**
  - 6.1 Parish Clerk.
  - 6.2 County/District Councillor, Cllr Vic Thomson.
  - 6.3 Cllr M White – School Agreement.
  - 6.4 Cllr R Aktins – Rivers, Cycle/Footpaths.
  - 6.5 Cllr P Scowen – Flooding in the Village.
7. **Matters arising from July's meeting:**
  - 7.1 Film night.
  - 7.2 Wording for water safety.
  - 7.3 Door quote for kitchen.
  - 7.4 SAM2/Volunteers.
  - 7.5 Hall usage/Heating engineers.
  - 7.6 Timers in Village Hall.
  - 7.7 Play area/Inspection.
  - 7.8 Energy provider.
  - 7.9 Civility and Respect Pledge.
  - 7.10 Parish Partnership.
  - 7.11 Payroll 2022/23 queries.
  - 7.12 School field insurance.
8. **Correspondence:**
  - 8.1 Public Spaces Protection Order – Vehicle related Anti-social behaviour.

**9. Policies:**

9.1 To review the following policies:

9.1.1. Data Audit.

9.1.2. Data Protection.

9.1.3. Equality and Diversity.

9.2 To approve recommended policies:

9.2.1. General Reserves.

9.2.1.1. Reserves report.

**10. Planning:**

10.1 To receive any new planning applications and make comment.

10.2 To receive the results and updates on any outstanding applications.

10.2.1. 2022/2301 – Engineering operations to raise ground levels within the site – WITHDRAWN.

10.2.2. 2023/1851 – Front entrance extension – APPROVED WITH CONDITIONS.

10.2.3. 2023/2204 – Two storey front & rear extension & refurbishment of existing house with garage – PENDING CONSIDERATION.

**11. Highways:**

11.1 To receive a report on any highways issues outstanding.

**12. Finance:**

12.1 To receive a Statement of Accounts as at 12<sup>th</sup> September 2023.

12.2 To note the bank balance.

12.3 To note any receipts.

12.4 To note any grants.

12.5 To approve payment of invoices and other expenses received since last meeting (see payment schedule).

13. To receive updates from individual Council Members (for information only).

14. To receive any items for inclusion on the next agenda (for information only).

15. To confirm date and time of the next Parish Council Meeting as Tuesday 10<sup>th</sup> October 2023 at 7.30pm in Surlingham Village Hall.