



PARISH COUNCIL MEETING - AGENDA

You are hereby summoned to attend the Wroxham Parish Council Meeting in the **Hub, Norwich Road,**

Wroxham, on:

Thursday 7th February 2019, 6.30pm

Press and public welcome

1. **ATTENDANCE** - To note those present and to consider apologies for absence – none.
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS**
Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests.
3. **MINUTES OF THE LAST MEETING:** To agree the minutes of the meeting of the **6th December 2018**.
4. **PUBLIC SPEAKING**
 - 4.1. To receive a report or news from **District and County Councillors**.
 - 4.2. A review of crime figures and an update from **Norfolk Police**. To note a general comment that there has been an increased visibility in the village in the last month.
 - 4.3. To welcome a report from Chris, Practice Manager at the Hoveton & Wroxham Medical Practice.
 - 4.4. To receive **questions from the public** relating to local issues. In line with Standing Orders, each speaker is allowed a maximum of 5 minutes. Maximum time allowed 15 minutes in total.
5. **MATTERS ARISING FOR INFORMATION ONLY**
 - 5.1. To note matters arising since the agenda was issued.
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6. **LIAISON WITH OTHER COUNCILS & OTHER BODIES**

To update on meetings with:

 - 6.1. Windboats re: Retirement development.
 - 6.2. Parochial Church Council re: Church Hall & storage container
 - 6.3. Hoveton Parish Council

To plan:

 - 6.4. Broads Authority Local Plan – consultation response – date
 - 6.5. Greater Anglia - information from **Cllr Hall** on a possible community project involving the building on platform 2.
7. **LOCAL COUNCIL ELECTIONS (2nd May)** - to discuss plans for attracting new candidates:
 - 7.1. Posters
 - 7.2. Advert in the Bridge
 - 7.3. Drop in coffee morning at Hotel Wroxham

8. **ACTION PLAN** - to report on progress against the 18/19 plan and to agree priorities for 19/20.
9. **NEIGHBOURHOOD PLAN** - to discuss the examiners report and next steps. To receive a report on the BDC Neighbourhood Forum.
10. **COMMUNICATIONS - Cllr Malcolm Allsop – updates on**
 - 10.1. Facebook policy
 - 10.2. Councillor email addresses – to discuss costs
11. **PARISH SURGERIES - Cllr Kim Claxton – to review suggestions from the public for 2019**
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 - 12.1. Projects working party report:
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16. **HIGHWAYS & FOOTPATHS -**
 - 16.1. To receive an update from Cllr Adams.
 - 16.2. Nobel Crescent – complaint about parking across full width of the pavement.
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19. FINANCIAL MATTERS – update from Cllr Joynson

- 19.1. To review this period's financial position:
 - 19.1.1. To note total bank balances of £110,492.27 as at 31st January 2019.
 - 19.1.2. Receipts - to note receipts in the period of £3,456.26
 - 19.1.3. Payments - to approve payments of £3,219.69 as recorded in the payment schedule.
- 19.2. To note the minutes of the Finance Committee of the 17th January 2019.

20. ADMINISTRATION AND GOVERNANCE - update from Cllr Everett.

- 20.1. Tree warden role – to agree role description.
- 20.2. Local Government Pension Scheme - Fair Deal consultation request.
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- 21.1. Broadland District Council (BDC) consultation on proposed Public Spaces Protection Order for Broadland - deadline 31st January.
- 21.2. Broads Society - newsletter.
- 21.3. Enquiry from a resident about the demolition on the Windboats site.
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22. ITEMS FOR NEXT AGENDA - 7th March 2019 at 6.30pm



PARISH COUNCIL MEETING - AGENDA

You are hereby summoned to attend the Wroxham Parish Council Meeting in the **Hub, Norwich Road,**

Wroxham, on:

Thursday 7th February 2019, 6.30pm

Press and public welcome

1. **ATTENDANCE** - To note those present and to consider apologies for absence – none.
2. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS**
Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests.
3. **MINUTES OF THE LAST MEETING:** To agree the minutes of the meeting of the **6th December 2018**.
4. **PUBLIC SPEAKING**
 - 4.1. To receive a report or news from **District and County Councillors**.
 - 4.2. A review of crime figures and an update from **Norfolk Police**. To note a general comment that there has been an increased visibility in the village in the last month.
 - 4.3. To welcome a report from Chris, Practice Manager at the Hoveton & Wroxham Medical Practice.
 - 4.4. To receive **questions from the public** relating to local issues. In line with Standing Orders, each speaker is allowed a maximum of 5 minutes. Maximum time allowed 15 minutes in total.
5. **MATTERS ARISING FOR INFORMATION ONLY**
 - 5.1. To note matters arising since the agenda was issued.
 - 5.2. To receive a report on any other matter not covered on the agenda.
6. **LIAISON WITH OTHER COUNCILS & OTHER BODIES**

To update on meetings with:

 - 6.1. Windboats re: Retirement development.
 - 6.2. Parochial Church Council re: Church Hall & storage container
 - 6.3. Hoveton Parish Council

To plan:

 - 6.4. Broads Authority Local Plan – consultation response – date
 - 6.5. Greater Anglia - information from **Cllr Hall** on a possible community project involving the building on platform 2.
7. **LOCAL COUNCIL ELECTIONS (2nd May)** - to discuss plans for attracting new candidates:
 - 7.1. Posters
 - 7.2. Advert in the Bridge
 - 7.3. Drop in coffee morning at Hotel Wroxham

8. **ACTION PLAN** - to report on progress against the 18/19 plan and to agree priorities for 19/20.
9. **NEIGHBOURHOOD PLAN** - to discuss the examiners report and next steps. To receive a report on the BDC Neighbourhood Forum.
10. **COMMUNICATIONS - Cllr Malcolm Allsop – updates on**
 - 10.1. Facebook policy
 - 10.2. Councillor email addresses – to discuss costs
11. **PARISH SURGERIES - Cllr Kim Claxton – to review suggestions from the public for 2019**
12. **PROJECTS -**
 - 12.1. Projects working party report:
 - 12.1.1. Cemetery improvements and extension.
 - 12.1.2. Wroxham Green Loop – request for budget for illustrations for meetings.
 - 12.2. Keys Hill wood improvements
 - 12.2.1. Target Trees due to start work on the 18th March - to discuss publicity and a letter drop to local residents.
 - 12.2.2. Request from a resident to put up owl, bird and bat boxes in the wood.
 - 12.3. Volunteer party – to discuss arrangements
13. **CHRISTMAS** - to review success of tree, the cancellation of the carol concert due to adverse weather and a complaint from a resident that Christmas lights in Wroxham & Hoveton are insufficient. To discuss the formation of a cross-Council working party to plan 2019.
14. **PLANNING -**
 - 14.1. 251 Norwich Road, Wroxham, Norwich, NR12 8SL - 20181958 - two storey side and rear extension. Deadline 30th December. No objection.
 - 14.2. Cranbrook, The Avenue, Wroxham, NR12 8TN - 20181206. Deadline 9th January. No objection.
 - 14.3. Hartwell House, 17 Hartwell Road - BA/2018/0520/HOUSEH - single storey extension. Deadline 31st January. Retracted.
 - 14.4. 82 Norwich Road, Wroxham, NR12 8RY - 20181943 - 1 ½ storey rear extension. Deadline 2nd February - no objection.
 - 14.5. The Broads Centre, Norwich Road, Hoveton, Norfolk - BA/2018/0512/FUL - Hard & soft landscaping; seating, planters, vertical planter supports with up-lighters & new fencing. Deadline 14th February.
 - 14.6. Tree works order:
 - 14.6.1. BA/2018/0516/TCAA - Heronby , Beech Road, Wroxham, Norwich - deadline 24th January. No objection.
 - 14.6.2. BA/2019/0006/TCAA - Heronby , Beech Road, Wroxham, Norwich - deadline 31st January. No objection.
15. **WHERRY GARDENS** - update from **Cllr Hadingham**
16. **HIGHWAYS & FOOTPATHS -**
 - 16.1. To receive an update from Cllr Adams.
 - 16.2. Nobel Crescent – complaint about parking across full width of the pavement.
 - 16.3. Beech Road – complaint from resident about pothole.
 - 16.4. Staitheyway Rd – junction with The Avenue – complaint from resident about overgrown hedgerow obstructing visibility for turning.
 - 16.5. Southern village entrance tidy up (Norwich Road railway bridge) – update from Cllr Hall.
 - 16.6. Malt House Lane - to discuss the implications of the sale of the house at the top of the Lane, as the present occupant is the keyholder of the locked gate on the public footpath.
17. **ROAD SAFETY -**
 - 17.1. Road safety campaign - update from **Cllr Everett**.
 - 17.2. SAM2 - update from **Cllr Joynson**.
18. **RECREATION AND AMENITIES** - update from **Cllr Mantle**.

- 18.1. Adoption of footway lighting – notified BDC of intent and asked to ensure continuity of power supply. Invitation to attend BDC committee meeting 12th February.
- 18.2. Cemetery – completion of notice of improvement from Anglian Water for standpipe.
- 18.3. St Mary's - replacement gate to cottage. Completed.
- 18.4. Agnes Gardner Playground - update from Cllr Joynson. Notification of fault on web
- 18.5. To discuss converting grass verges into parking areas & new posts for closing off grass areas - Norwich Road, Preston Close.
- 18.6. To discuss refurbishment of remaining benches.

19. FINANCIAL MATTERS – update from Cllr Joynson

- 19.1. To review this period's financial position:
 - 19.1.1. To note total bank balances of £110,492.27 as at 31st January 2019.
 - 19.1.2. Receipts - to note receipts in the period of £3,456.26
 - 19.1.3. Payments - to approve payments of £3,219.69 as recorded in the payment schedule.
- 19.2. To note the minutes of the Finance Committee of the 17th January 2019.

20. ADMINISTRATION AND GOVERNANCE - update from Cllr Everett.

- 20.1. Tree warden role – to agree role description.
- 20.2. Local Government Pension Scheme - Fair Deal consultation request.
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