

**FULL PARISH COUNCIL MEETING - AGENDA**

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

**Thursday 4th July 2019, 6.30pm**

**Press and public welcome**

1. **ATTENDANCE -** To note those present and to consider apologies for absence.
2. **DECLARATION OF INTEREST:** 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.
   1. To review Declaration of Interest forms
3. **MINUTES OF PREVIOUS MEETING -** toagree the accuracy of the final minutes of the Parish Council meeting of the **6th June 2019**.
4. **PUBLIC SPEAKING**
   1. To receive a report from District Councillors Cllr Martin Murrell and/or Cllr Fran Whymark.
   2. To receive a report from County Councillor for Wroxham Ward, Fran Whymark..
   3. A review of crime figures and an update from **Norfolk Police.**
   4. **Public speaking -** to allow the public to speak on any Parish matter up to 5 minutes each and not exceeding 15 minutes in total.
5. **MATTERS ARISING FOR INFORMATION ONLY**
   1. To note matters arising since the agenda was issued.
   2. To receive a report on any other matter not covered on the agenda.
6. **WHERRY GARDENS**
   1. To update meeting on proposed Hopkins Homes meetings.-
   2. Adoption of Wherry Gardens site. **Cllr Ireland.**
   3. Meeting with Hopkins Management. **Cllr Mantle.**
7. **LIAISON WITH OTHER COUNCILS & OTHER BODIES - update from Cllr M Allsop on:**
   1. Hoveton, Coltishall & Horstead Parish Councils

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1. **COMMUNICATIONS - update from Cllr Malcolm Allsop and Clerk**
2. **ACTION PLAN PROJECTS** - to discuss the actions of the last meeting of the working party held on the 26th June 2019, : **Clerk and Circulated Report from Cllrs Ireland & Mantle.**

Action Plan list revised, Clerk to issue four year project plan. Some residual issues from previous minutes listed below.

Cllr Fiske and Clerk ioritised project list to cover this and the following three years. Clerk to issue schedule

* 1. Keys Hill Wood - to agree the next stage of planning and the involvement of Broadland Tree Network and Broadland High School. **Cllr Joynson**
  2. Cemetery extension - have agreed with Trafford Estates to take possession of the site from September. Draft spec for design and build works to be completed for next Capital Projects Group May 29th - Cllr Mantle. **NOW ALL IN DB**
  3. Cemetery memorial garden - to confirm sculpture has been ordered. Pursue and confirm all details for Time Capsule. To agree consultation on wording for plinth. Clerk & Cllr Malcolm Allsop
  4. Southern Approach to village - Cllr Fiske Note in circulation, awaiting response
  5. Football Club Fixture Signage. Cllr Fiske wrote to Football Club inviting it to reconsider the position and style of its present signage, Football Club Secretary responded by stating that he considered the present sign and its position as satisfactory. **Action Cllr Fiske to discuss with NCC Highways**.
  6. Footway Lighting **Update Clerk and Cllr Hadingham**
  7. Wherry Gardens Adoption **Update Cllr Ireland**
  8. Wherry Gardens. Meeting with Hopkins Management. **Update Cllr Mantle**

1. **PLANNING -** 
   1. Windboats – Revised applications pending Cllr Fiske.

1. **HIGHWAYS**
   1. Norfolk County Council Market Town Improvement Strategy - to note the traffic survey due to take place the 13th May.
   2. Nobel Crescent parking - update from Cllr Fiske
   3. Bridge closure - update from Clerk
   4. BA National Park signage
2. **VILLAGE SIGNAGE AND BRANDING - Cllr E Allsop**
3. **ROAD SAFETY**
   1. Road safety campaign - update from **Cllr Everett.**
   2. SAM2 - update from **Cllr Joynson,** including Parish Partnership bid and agreement on specification.
4. **RECREATION AND AMENITIES**
   1. Public spaces protection order signage - request for signage on the footpath between Park Road & the Avenue - **Cllr Mantle**
   2. Deterioration of posts around village sign area - **Cllr Adams** to present costs for replacement.
   3. Insurance claims for AGP fence and brick pier at the Cemetery - **Clerk**
   4. Agnes Gardner Playground To note ROSPA will undertake a standard annual safety inspection in June - **Cllr Joynson.**
   5. Caen meadow gate - rotten gatepost needs replacing - **Cllr Adams**
   6. Update on Charles Close street signs - **Clerk.**
   7. St Marys churchyard Update on insurance provision
5. **FINANCIAL MATTERS - Cllr Joynson**
   1. To review this period's financial position:
      1. To note total bank balances.
      2. Receipts - to note receipts in the period.
      3. Payments - to approve payments as recorded in the payment schedule.
6. **ADMINISTRATION AND GOVERNANCE -** update from **Cllr Everett**.
   1. To apply for the General Power of Competance.
   2. To approve revised Standing Orders
   3. To review and approve Operational Risk assessment
   4. To approve the Investment policy.
   5. To discuss the letter from the Diocese regarding the possible placement of a storage container on the Church Hall site - **Cllr Mantle.**
7. **CORRESPONDENCE:** 
   1. To note that, following a request from the Parish Council, Norfolk Broads Yacht Club have been in contact with their members asking them to slow down in the area.
   2. Norfolk County Council - Norwich Western Link update.
8. **ITEMS FOR NEXT AGENDA –** 5th September 2019 at 6.30pm

Published 28th June 2019 Clare Male, Clerk & RFO to the Parish Council

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