

HEVINGHAM PARISH COUNCIL

Clerk: Mrs Karen Medler
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Parish Council website: www.hevinghampc.wixsite.com/hevinghampc

NOTICE OF MEETING and SUMMONS TO ATTEND

The next meeting of the Parish Council will be held on Tuesday 7th September 2021
at Hevingham Village Hall at 19:30

AGENDA

1. To approve apologies for absence (telephoned to the Clerk in advance)
2. To receive Declarations of Interest and consider any requests for Dispensation
(please report to the Clerk prior to the meeting)
3. To accept the minutes of the Council meeting held on 6th July 2021
4. To report on matters arising from the previous meeting not on the agenda – for report only
5. To adjourn for Public Participation
6. Matters for Discussion and Decision:
 - a) **Finance**
 - i) To agree accounts for payment
 - ii) To accept External Audit Report
 - b) **Village Hall Playing Field Community Project** – to receive update and agree any action
 - c) **Horses in the village** – to review a previous request for some 'slow down for horses' signs
 - d) **Farmers Allotments**
 - i) To open all bids for vacant plots, confirm allocation and agree any further action
 - e) **Village Allotments**
 - i) To note updates and consider any new 'issues' raised and agree the necessary action
 - ii) To review and agree amendments to village allotment application form and tenancy agreement
 - iii) To review and agree amendment to the Allotment Health & Risk Assessment document
 - iv) To review and agree amendment to the Allotment Rules & Regulations document
 - v) To review and agree amendments to the Allotment Policy document
 - vi) To review rents for the coming allotment year
 - f) **Planning**
 - i) To discuss any new applications:
 - 20211562 34 Brick Kiln Road – Conversion of detached barn & outbuildings to create residential accommodation
 - 20211568 Stonedale, 17 Westgate – Replace pitched roof to create bedrooms & bathroom & pitch roof over existing garage
 - ii) To note outcomes of previous applications
 - g) **Records Management Policy** – to review and agree amendments
 - h) **Equality and Diversity Policy** – to review and agree no alterations required.
 - i) **Grant application form** – to agree amendment
 - j) **Village Magazine** – to review current position with publication and delivery
 - k) **Digging Up Norfolk** – to discuss and agree response to call to join the Norfolk parish movement for an OTN (previously emailed)
7. Matters to report:
 - a) **Correspondence**
 - b) **Clerks report**
 - c) **Report from the Chairman on the SN&B Community Forum attended**
 - d) **Village Hall report**
 - e) **Police report**
 - f) **District and County Councillors reports**
8. Matters for future discussion and to note date of next meeting – 5th October 2021