

NORTH RUNCTON PARISH COUNCIL

Date of issue of notice: 3rd December 2015

You are summoned to attend the Meeting of the above Council
which will be held at the Village Meeting Place
on **Tuesday 8th December 2015 at 7.30pm**
(to allow a presentation from FW Properties regarding the Church Farm site)

Yours faithfully



Mrs Rachel Curtis, Clerk to the Council
27 Temple Road, King's Lynn, Norfolk, PE30 3SQ
Telephone: 01553 673043
e-mail: northrunctonparishclerk@outlook.com

Agenda

1. Apologies for absence
2. Declaration of Interest / Dispensation in items on the Agenda
3. The Council will hear a presentation by FW Properties regarding the Church Farm Site
4. County and Borough Councillors Matters, PCSO's Report
5. Public Participation – all members of the public welcome – 15 minute session
6. To approve the Minutes of the Parish Council Meetings held on 10th November 2015
7. Clerk's Report on any matters arising from the Minutes
8. The Council will consider the minutes from the meeting of the SDA Easement Ballot Sub Committee – held 17th November 2015
 - i. Adopt the terms of reference agreed at the sub-committee meeting
 - ii. The sub-committee asked the Clerk to investigate options for the venue of a ballot and the mechanism for running a ballot
 - iii. The Chairman asked the sub-committee to think about questions for a ballot and bring them back to the next meeting
 - iv. The sub-committee requested to see the easement and information given by the Parish Council's solicitor to the Parish Council
 - v. It was requested that information that any sub-committee member may have that could be useful, be brought to the next meeting
9. The Council will agree the adoption of the Grievance Policy and Procedure following the annual review
10. The Council will agree the adoption of the Disciplinary Procedure following the annual review
11. The Council will agree the adoption of the Co-option Procedure following the annual review
12. The Council will agree the adoption of the Press and Media Policy following the annual review
13. The Council will discuss an amendment to Standing Orders stating that the position of Chair and Vice Chair cannot be held by a Councillor until they have served for a set period of months as a member of the Parish Council

14. The Council will discuss the proposal of a having a Christmas Tree on the Green during December
15. The Council will discuss the proposal of having gates and planters on the Green
16. The Council will consider a request for matting on the Green for a wedding in May 2016
17. Planning
 - a) Any applications to consider - None
 - b) Decisions received from BCKLWN
15/01582/F – 29 The Green, single storey extension – **Approved**
 - c) Comments made to BCKLWN - None
18. Neighbourhood Plan Update
19. Correspondence Received – See list circulated at meeting
20. Finance
 - a) The Council will consider the first draft of the 2016/17 budget in preparation for setting the Precept
 - b) The Council will discuss additional admin time spent by Clerk to the end of November
 - c) The Council will consider viring of funds from reserves in the 2015/16 budget
 - d) The following payments will be considered for approval;

Date	Supplier	Description of Service	Amount on Invoice £	VAT element - non recoverable £
<u>From VMP Account</u>				
30/11/15	NRPC	Insurance payment to NRPC for VMP	290.00	0.00
30/11/15	Parish News	Advertising for the VMP in the Parish Newsletter	50.00	0.00
			340.00	
<u>From NRPC Account</u>				
11/11/15	Mrs I Woods	Minute taking at 10 th Nov Meeting	65.20	0.00
30/10/15	Spire Solicitors	Legal Costs from Dec 2014 to 30 th October 2015	1500.00	0.00
8/12/15	Mrs R Curtis	Clerk Salary, 11 th November – 8 th December 2015	331.22	0.00
8/12/15	Mrs R Curtis	Stamps and stationery	13.56	0.00
			1909.98	

21. Items for future agenda
22. Date of next meeting – Tuesday 12th January 2016
 (Future meeting dates – 9th February, 8th March, 12th April)
 Sub Committee Meeting – Tuesday 15th December

ALL PARISHIONERS ARE INVITED TO ATTEND