

# **TACOLNESTON PARISH COUNCIL**

PARISH CLERK: Sue Bunn. Tacolneston Recreation Centre, West Way, Tacolneston, Norwich.NR16 1BZ  
Tel 07748 964493 Email: tacolneston-pc-clerk@outlook.com

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**An Ordinary Meeting of Tacolneston Parish Council will be held at The Recreation Centre. West Way, Tacolneston. NR16 1BZ. on Thursday 23<sup>rd</sup> July 2020 at 3.30pm.  
All councillors are summoned to attend.**

The press and public are welcome and are able to address the Council during the Public Participation.  
However, the law does not permit members of the press and public to take part in debates.

Social Distancing and increased hygiene measures will be in operation at this meeting. A full risk assessment has been carried out.

## **AGENDA**

1. To consider accepting apologies for absence.
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed.
3. Public Participation
  - a) Reports on matters of interest to the Parish from the District and County Councillors and Tree Warden.
  - b) Members of the public to raise matters of concern.
4. To approve and sign the minutes of the ordinary parish council meeting held on the 23<sup>rd</sup> January 2020.
5. To approve and sign the minutes of the ordinary parish council meeting held on the 11<sup>th</sup> February 2020.
6. To approve and sign the minutes of the ordinary parish council meeting held on the 9<sup>th</sup> March 2020.
7. Matters deferred from previous meetings.
  - a) Village Sign Update.
  - b) Footpath Update.
  - c) Communications Protocol.
8. Finances
  - a) To note current balances.
  - b) To consider the Internal Auditors report for the year ending 31 March 2020.
  - c) To agree the accounts for the year ending 31 March 2020.
  - d) To consider whether to exempt from external audit and if so to authorise the Clerk and Chairman to sign the form.
  - e) To consider the assertions on and complete the Annual Governance Statement 2019/2020 and to authorise the Clerk and the Chairman to sign the form.
  - f) To consider and approve the Accounting Statement 2019/2020 and to authorise the Chairman to sign.
  - g) To agree the period of the Electors Rights from the 3<sup>rd</sup> August 2020 for 30 working days to 15<sup>th</sup> September 2020.
  - h) Approve the following payments

Payee	Detail	Nett	VAT	Gross
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## **TACOLNESTON PARISH COUNCIL**

Mrs FM Bunn	Clerks wages March (Bank transfer )	£285.25		£285.25
Mrs FM Bunn	Clerks wages April (Bank transfer )	£285.25		£285.25
Mrs FM Bunn	Clerks wages May (Bank transfer)	£285.25		£285.25
Mrs FM Bunn	Clerks wages June	£285.25		£285.25
Mrs FM Bunn	Expenses for March (£17.35) April (£16.00) May (£16.00) June (£16.00)	£65.35		£65.35
Top Garden Services	Grass cutting			
Anne Barnes	Internal Audit	£88.00		£88.00

9. To Discuss Planning Applications Received.

- a) 2020/1188 | Conversion of barn to residential including removing the steel portal frame barn, utilising the existing brick walls to create a traditional court yard barn with a new link extension. | Barn To The Rear Of St Marys Cottage Cheney Lane Tacolneston Norfolk
- b) 2020/1189 | Conversion of barn to residential including removing the steel portal frame barn, utilising the existing brick walls to create a traditional court yard barn with a new link extension. | Barn To The Rear Of St Marys Cottage Cheney Lane Tacolneston Norfolk

10. To set the date and time of the next Parish Council meeting and accept items for the agenda.

**Signed:** *Sue Bunn*

Date: 17<sup>th</sup> July 2020