

## PARHAM PARISH COUNCIL

**Councillors are summoned to attend a meeting of Parham Parish Council  
which will be held at Parham Village Hall on  
Tuesday 14<sup>th</sup> November 2017 at 7.15 pm**

*Parishioners are invited to attend the Meeting*

Please note that audio and visual recordings are allowed at this meeting. If any member of the public does not wish to be filmed please advise the clerk or Chairman before the meeting commences.

### AGENDA

1. **Chairman's welcome**
2. **To receive apologies for absence**
3. **Declarations of interests & applications for dispensations**
5. **Minutes of meeting on 29<sup>th</sup> September 2017 to be approved as a true record of the meeting**
6. **Matters arising**

### PUBLIC FORUM

**Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman.**

***Including report by Police & District and County Councillors' Reports, if applicable***

7. **Chairman's report**
8. **Clerk's report**
9. **Responsible Financial Officer's report**
  - a) To consider making the following payments

Reference Number	Amount	Payee	Details	Cheque Number
E13 17-18	£81.65	L. Kirk	Mileage, Home Working Allowance & webmaster fees for September & October, reimbursements	031

*Invoice with full details of item above will be on display at the meeting.*

- b) To note approved payments made since the last meeting

Reference Number	Amount	Payee	Details	Cheque Number
E17 17-18	£150.00	S.G.C Blasting	Grit-blasting & painting of Village of the Year sign	035
E16 17-18	£19.20	SALC	Clerk information sharing session	034
E14 17-18	£50.00	G. Whiting	Bus shelter grass-cutting July & October 2017	030

To note payments received since the last meeting

Amount	Company	Details
£20.00	Norse	Community litterpick
£1,481.95	Rural Payments Agency	HLS biodiversity payment
£2,65.00	SCDC	2 <sup>nd</sup> half of precept

- c) To review bank balances
  - d) To review quarterly report and bank statements
10. **To approve draft budget for 2018-2019, as discussed at Finance Committee meeting on 26<sup>th</sup> October 2017, to include selecting a mowing contractor for the closed churchyard.**
  11. **To determine precept for 2018-2019**
  12. **To approve dates for meetings in 2018**
  13. **To review compliance to Internal Control Statement**
  14. **Planning. To discuss the following applications**
    - i) DC/17/2154/FUL Highfields, Main Road, Parham  
Demolition of existing dwelling and outbuildings and construction of new dwelling
    - ii) DC/17/4534/FUL Park Farm, Mill Green, Parham  
Portal framed grain store for the safe storage of grain
  15. **To consider correspondence received since date of last meeting and determine any necessary actions.** See attached sheet.
  16. **To receive an update on repairs to the telephone box & discuss possible future uses**
  17. **To receive an update on the new village sign and likely timescale for unveiling.**
  18. **To receive an update on the biodiversity group and future plans. MG**
  19. **To receive Councillors' reports**
  20. **Matters to be raised at the next meeting**
  21. **Date of next meeting**

*Lydia Kirk*

*Honorary Clerk*

Parham Parish Council

## **PARHAM PARISH COUNCIL**

### **Hard Copy Correspondence Received Between 6<sup>th</sup> September 2017- 3<sup>rd</sup> November 2017**

1. Letter from Norse enclosing £20 cheque for the community litterpick.
2. SALC's Annual Report & minutes from AGM 2016
3. Letter from Rural Payments Agency providing a Customer Reference Number
4. Letter from Natural England dated 15<sup>th</sup> September regarding changes to HLS & ELS payments
5. Letter from Citizens Advice Bureau dated 13<sup>th</sup> September requesting funding.
6. Clerks & Councils Direct Newsletter
7. The Clerk Magazine