

Press and Public are invited, Councillors are summoned, to the meeting of Needham Parish Council.

Meeting of the Parish Council by Zoom on:
28 September 2020 at 8:00 p.m.

Philip Freeman

If you anyone, other than Councillors, wishes to receive an invite so you can join the meeting by Zoom, please email the Clerk at philip.c.freeman@btinternet.com

Public Forum:

Including any reports: County Councillor, District Councillor, Police and Village Organisations.

Agenda:

1. Apologies for Absence.
2. Chairman's Opening Remarks
3. Minutes of the previous meeting. (Attached)
4. Matters arising:
 - The Clerk will send Robin Twigge a template for the regular inspection of the play area. **Action: The Clerk.**
 - There are brambles impinging on the steps on Brook Lane. It was agreed that these should be cleared, and the Chairman will include them in the regular cutting programme. **Action: The Chairman.**
 - It was agreed that the work on the fallen tree be carried out, proposed by Delwyn Snaith and seconded by Robin Twigge. **Action: The Chairman.**
 - Where the hedge is growing over the pavement SPH Garden Services will be asked to clear it. **Action: The Chairman.**
5. Reports from Committees.
 - a. Play Area (NAG).
 - i. Financial support from the Parish Council for the maintenance of the new play area.
 - ii. Health and safety inspection.
 - iii. Play area risk assessment and COVID-19.
 - b. Community Environment Initiative.
 - i. Community Woodland.
6. Finances and financial support:
 - a. RFO's report:
 - i. Santander bank account balance at 21st June 2020: £13,309.95p.
 - ii. Ns&i: £2,281.44p.
 - iii. Accounts and bank account reconciliation.
 - iv. Audit Report
 - v. Agree to accept the National Salary Award for the Clerk.
 - b. Cheques for signature:
 - i. Clerk's pay and expenses: £256.32p = £80.00p + £90.00p + £180.00p see below = £614.75
 - ii. HMRC: £58.20p.
 - iii. Communicorp: £75.00p
 - iv. Alan Jeffery – printing of the Link:
 - v. SPH Garden Services – cutting of footpaths: cheque for £80.00p paid by the Clerk from his business account.
 - vi. David Newcombe – grass cutting cheques for £45.00p + £45.00p paid by the Clerk from his business account.
 - vii. Easter Play Services LTD – play area inspection: £300.00p
 - viii. Waveney Tree Specialists for clearing footpath to the river - cheque for £180.00p paid by the Clerk from his business account.
 - ix. Zurich Municipal – increase in premium because of cover for play area: £100.73p

If you would like to receive future copies of the agenda for the Parish Council meetings, or copies of minutes, by email, please contact the Parish Clerk: philip.c.freeman@btinternet.com quoting: 'Parish Council Agenda/Minutes'.

Dates of meetings in 2020: 06 January 2020 – precept and budget, 23 March 2020, 18 May 2020 and Annual Parish Meeting, 27 July 2020, 28 September 2020, 23 November 2020.

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- c. Receipts:
- d. Use of carry forward. (The auditor's advice was that the Parish Council should carry forward one year's precept - £3,500.)
- e. Request for financial support: none.
7. Casual Vacancies.
8. Items for the Needham Link.
9. Bonfires.
10. Procedural.
 - a. Review of the Asset Register.
 - b. Review of the Standing Orders
 - c. Review of the Financial Regulations
 - d. Review of the Statement of Internal Control.
 - e. Review of the Council's Risk Assessments.
11. Highway/footpath matters.
 - a. The clearance of the ditch following the removal of the fallen trees.
 - b. Potholes on Upper Burnt House Lane.
12. Planning:
 - a. Application:
 - No. 2020/1531
Applicant: M. Massey
Location: The Red Lion 117 High Road Needham Norfolk IP20 9LG
Proposal: Retention of upgraded caravan/mobile home park which provides 11 parking spaces.
Application Type: Full Planning Permission
 - b. Decision:
 - Approved:
 - i. No. 2020/0953
Applicant: Mr J Elsdon
Location: Land North Of 132 High Road Needham Norfolk
Proposal: Proposed new dwelling (revised)
Decision: Approval with Conditions.
 - ii. No decision:
 - No. 2020/0701
Applicant: HLC (Wood Products) Ltd
Location: The Gravel Pit High Road Needham Norfolk
Proposal: Retention of existing 930 kw ELBH biomass boiler, flue and associated equipment and existing 2.5 mw ELBH biomass boiler.
Application Type: Full Planning Permission
 - iii. Refused:
 - iv. Discharge of condition: none.
 - c. Appeal:
 - Town and Country Planning Act 1990
Local Planning Authority Reference : 2020/0556
DCLG Reference APP/L2630/D/20/3254152,
Location : Holly Barn High Road Needham Norfolk IP20 9LG
Appeal By : Mrs Ann Marriott Holly Barn High Road Needham Norfolk IP20 9LG.
13. Correspondence.
 - a. Correspondence circulated:
14. AOB - items for inclusion at next meeting.