

SMALLBURGH PARISH COUNCIL

4 February 2021

To All Councillors: Your attendance is required at the Remote Parish Council Meeting to be held on **Tuesday 9th February 2021** via Zoom video conferencing commencing at **7.30pm**.

Members of the public

If you would like to join this meeting please either:

email smallburgh@outlook.com to be invited or:

Join Zoom Meeting

<https://zoom.us/j/98588741825?pwd=YmtZcGpMck1McHFNaTICdDJqM1k5UT09>

Meeting ID: 985 8874 1825

Passcode: 454169

Signed

J M Butler

J.M. Butler

Clerk to the Council.

AGENDA.

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE LAST MEETING
3. MATTERS ARISING – update on matters not on the agenda
 - a. Hall Road – item to be deferred whilst further information is sought
4. DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA
5. PUBLIC PARTICIPATION, COUNTY AND DISTRICT COUNCILLOR REPORTS
6. CORRESPONDENCE
 - a. Letter from Geoffrey Dixon – Issues for Highways
 - b. Broads Authority - Vacancies for Broads Local Access Forum Members
 - c. Norfolk County Council - Norwich Western Link project update
 - d. NNDC - Postal Voting in 2021 Elections
7. WI TREE PLANTING
 - a. An update on the scheme – Cllr Cousins
8. FINANCIAL AND ADMINISTRATIVE MATTERS
 - a. Budget report to date
 - b. Appointment of a temporary Clerk
9. INVOICES TO APPROVE FOR PAYMENT.

	£
a. Parish Clerk's salary and office expenses Jan & Feb	373.53
b. HMR&C – income tax deducted	82.80
d. CGM Playing Field (January invoice)	83.50

Total payments £539.83

Income:

Slipway fees and donations £TBC

10. PLANNING MATTERS.

a. **Applications for consideration:**

None.

b. **Notifications:**

PF/19/1834 Chapel Farm Barn, Norwich Road, Smallburgh, NORWICH, NR12 9LU
Demolition of farm buildings and redevelopment of agricultural land to provide 4 no.
two-storey dwellings. **Decision: Refused**

c. **Outstanding:**

PF/20/0089 Hillside Garage, The Hill, Yarmouth Road, Smallburgh, NR12 9AD. Two
semi-detached two storey dwellings – **Status: Pending Consideration**

PF/20/0101 | Construction of 150,000m³ clay-lined reservoir for the purposes of
collecting rainwater from existing polytunnels, with associated drainage network and up
to 9 water collection pits, and associated infrastructure | Land at Church Farm, Church
Road, Tunstead, NR12 8RQ. **Status: Pending Consideration**

PF/20/2099 | Change the use of part of barn from agriculture to a brewery, taproom
and storage | Church Farm, Knowles Lane, Smallburgh, NORWICH, NR12 9NB.

Status: Pending Consideration

PF/20/1925 | Change the use of part of barn from agricultural use to storage and
distribution (Class B8) | Church Farm, Knowles Lane, Smallburgh, NORWICH, NR12
9NB. **Status: Pending Consideration**

PF/20/2076 | Erection of detached garage and carport | Chapel Farm House, Norwich
Road, Smallburgh, Norwich, NR12 9LU. **Status: Awaiting Decision**

11. ITEMS FOR REPORTING FOR FUTURE AGENDA

12. DATE AND TIME OF THE NEXT MEETING.

The next meeting will be held on Tuesday the 13th April 2021 in the Village Hall
commencing at 7.45pm. If the meeting is required to be held remotely due to Covid-19
restrictions, it will take place via the Zoom video conferencing platform and will
commence at 7.30 p.m.

Email smallburgh@outlook.com for details of the link to join this meeting.

Zoom Meetings Etiquette:

In order for the Parish Council meeting to run as smoothly as possible, please ensure
you are in a quiet environment, away from background noise as much as possible.

You will be asked to mute yourself and if you wish to speak you will need to raise your
hand and unmute yourself once the Clerk has called your name.

SMALLBURGH PARISH COUNCIL BUDGET REPORT
31.01.2021

	Budget 20/21	Spend to date	
PARISH EXPENDITURE			
Administration			
Insurance.	300	239.64	
Audit fees	100	40	
Town and Country News inserts.	50	9.42	
Repairs and Renewals.	50	0	
Subscriptions and Publications.	100	137.20	
Parish Clerk's salary.	2476	2270.55	
Printing, Postages, Stationery & administrative exps.	250	143.41	
Hire of Village Hall.	200	125	
Section 137 - charitable donations	420	200	
NNDC, possible election expenses.	0	0	
Councillor Training	100	0	
Clerk Training	100	0	
Maintenance			
Grass cutting - Playing field.	855	834.96	
Grass cutting - Burial Ground.	670	600	
Grass cutting - The Staithe	357	337.5	
Annual Risk Assessment - Burial Ground & Staithe	250	0	
Tree maintenance - Burial Ground	500	0	
Tree maintenance - The Staithe	100	0	
Mooring and Slipway	0	0	
Total Parish expenses	6878		4937.68
vat		268.42	
Total			5206.1
PARISH INCOME			
	Budget	Actual to date	
Precept	5720	5720	
Mooring fees	1312	1166.5	
Bank interest	20	5.72	
Slipway fees and donations	0	269.18	
Slipway donations Bank Boats	0	269.18	
Total Parish income	7052	7430.58	
VAT claimed from 19/20		637.45	
Total including VAT claimed	7052	8068.03	