**NORTHWOLD AND WHITTINGTON PARISH COUNCIL**

**Ordinary Meeting: TUESDAY 3rd April 2018 at Northwold Village Hall, 7:30pm**

**AGENDA**

1. PUBLIC FORUM (15 MINUTES) (Members of the public may, before the start of the meeting, make a statement or ask a question for discussion of not more than three minutes’ duration.)
2. LOCAL AUTHORITY REPORTS
3. Norfolk County Council
4. Kings Lynn & West Norfolk Borough Council
5. ACCEPTANCE OF APOLOGIES FOR ABSENCE
6. MEMBERS’ DECLARATION OF INTERESTS (for items on the Agenda)
7. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING held on 6th March 2018
8. REPORTS AND MATTERS ARISING FROM MINUTES OF PREVIOUS MEETINGS (for information only)
9. CORRESPONDENCE
   1. Newsletters CPRE, Norfolk Constabulary, Norfolk Association of Local Councils
   2. Consultation: draft Norfolk Access Improvement Plan (2018 - 2028)
   3. Norfolk Constabulary: Front counters at Downham Market Police Station to close end Mar 18. Engagement surgeries at Downham Market Thursdays 11am-1pm from 5th April.
   4. Letter from Northwold resident: Pavements, Potholes, and Dumping in Hovell’s Lane
   5. Complaint from Northwold: bins in West End
10. SCHOOL PARKING – update on Planning Application and discussion of resident concerns
11. RECEIVE UPDATE ON GDPR WORK, Adopt Working Party Terms of Reference and establish objectives; review Retention Policy for adoption ahead of GDPR Deadline.
12. REVIEW 2018/19 BUDGET and current commitments
13. REVIEW QUOTES FOR TREE MANAGEMENT PLAN WORKS – agree on contractor and extent of works
14. PARISH PARTNERSHIP
    1. discuss 16/17 footbridge scheme and resolve whether to pursue
    2. receive notice of funds awarded for 18/19 and agree next steps
15. GENERAL REPAIRS
    1. progress on play area repairs,
    2. siting of new dog waste bin Hovells’ Lane
    3. noticeboard opp old Northwold Tile Centre
16. CEMETERIES: Monthly safety review of sites, final review of cemetery charges and any other issues requiring action.
17. GROUNDS MAINTENANCE - Discuss any current issues requiring action.
18. HIGHWAYS – receive updates on current issues and resolve on any action required
19. THE CROWN INN NORTHWOLD – Update
20. PLANNING APPLICATIONS AND UPDATES
    1. To receive an update from Cllr Human on Planning information evening attended.
    2. To discuss all planning applications received prior to the meeting
    3. To note all new planning decisions
21. FINANCE & POLICIES:
    1. Agree appointment of Internal Auditor
    2. Discuss Constable’s Charity Tenancy and charging of peppercorn rent
    3. Accept accounts to March 6th 2018 and agree cheques to be signed and payments approved in accordance with list to be circulated to councillors at meeting.
22. TRAINING: To note any new requests
23. ITEMS FOR AGENDA OF NEXT MEETING - To be held on 1st May 2018 ANNUAL PARISH MEETING plus ANNUAL PARISH COUNCIL MEETING 7.00pm Northwold Village Hall