

KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,
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Website: <http://kettlestoneparishcouncil.norfolkparishes.gov.uk/>

To: David Head, Trevor Hoad, Robert Kilbourn (Chair), James Kilpatrick, Barbara Wyvill (Vice-Chair),

cc: Mike Hankins (District Councillor), S Aquarone (County Councillor), SNT Fakenham

**You are summoned to a Meeting of Kettlestone Parish Council on
Monday 18 March 2024 at 7:30 pm in the Village Hall**

Signed:

Date:.....

AGENDA

Welcome

1) Apologies

2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below.

3) **Minutes of the previous Meeting** (15 Jan) to be approved and signed.

4) **Matters arising:** Progress on items from previous meetings for information or reminders only.
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.

5) The meeting will be temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report.
The Chair will re-open the meeting.

6) Planning

a) Planning **applications** received since the previous meeting.

b) **Decisions** made by the District Council since the previous meeting.

i) RV/23/2511: Variation of conditions 2 (approved plans) & 3 (materials) of planning permission PF/20/2002 (Demolition of light industrial buildings (B1) and erection of 8 dwellings & associated works (C3)) to allow changes to design and materials at **Church Farm Barn Little Snoring Road**. APPROVED.

ii) NP2/22/2183: Prior Approval for Balanced cut and fill earth moving operations to create an irrigation reservoir for the purposes of agriculture (details submitted further to application NP/21/3095) at **Manor Farm Barns The Street**. PRIOR APPROVAL GIVEN.

7) **Highways & footpaths:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

a) Items to report:

8) **Financial business** to consider payment of invoices and other financial business.

a) **Balances** as at 28 Feb: Current account £951.40; Savings account £4,127.51

b) **Receipts** since 30 Nov: interest £14.32.

c) **Regular payments** since 30 Nov: land rent for bus shelter £1; ICO annual fee £35; salary and on-costs.

d) **Payments** to approve:

to whom	cheque no	Amount
Joanna Otte (expenses Feb - Mar)		£40.29

KETTLESTONE PARISH COUNCIL

- i) To approve and sign standing order** instruction to Norfolk Pension Fund for employer's and employee's monthly contributions. The employer's contribution has decreased to 23%. Monthly payment from 25 April £57.36

- e) Internal Auditor**

- i)** To approve the appointment of an internal auditor. A quote of £35 (plus travel expenses if required – Thursford – currently 45p /mile) received from Di Dann (retired member of Society of Local Council Clerks, partner of Norfolk Parish Training and Support, retired Parish and Town Clerk, CiLCA and FiLCA qualified).

- 9) To consider applying for a NNSCF grant**

- a)** E.g. Thermal imaging camera

- 10) Environment**

- a)** Climate Emergency Group

- 11) Newsletter**

- 12) Correspondence:** mail circulated as usual via email

- 13) Reports from parish councillors** and items for placing on the agenda for the next Meeting.

- 14) The next meetings** (Annual Parish Meeting and Annual Meeting of the Parish Council will be on Monday **20 May 2024** at **7:30pm** in the Village Hall.