ALDBOROUGH and THURGARTON PARISH COUNCIL

**Members of the Council**

You are summoned to attend the Annual Meeting of Aldborough & Thurgarton Parish Council which will take place virtually on

**Tuesday 12th January 2021 at 7pm**

S. H. Hayden

Clerk of the Parish Council

6th January 2021

The Public are welcome to attend this Parish Council meeting – Please email the Clerk

parishclerk@aldborough.org.uk for Zoom link to meeting (you will need to download Zoom to your device)

Please note that the Parish Council does not officially record the meeting. However, recording of the meeting may take place. The Chairman will advise if recording is taking place – please notify the Clerk or Chairman if you are recording.

N.B. Any signatures required by the Chair/Clerk/Councillors to any documents will be dealt after this meeting

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1. To consider and accept apologies for absence

2. To receive any declarations of interest from Members

3. To approve the minutes of the meeting held on 2nd November 2020

4. Matters arising from minutes

5. Public questions, comments or representations

 *(on matters connected with this Agenda – limited to four minutes per person and twenty minutes in total at discretion of the Chairman)*

6. Reports

 6.1 To receive reports from District Councillor and County Councillor

 6.2 To receive any report from Community Centre

7. Street Lighting

 To appoint Councillor as public contact for reporting light failures and dealing with contractor for street lighting

8. The Green

 Update on Green matters including:

8.1 skateboarding facility;

8.2 benches;

8.3 pothole repairs;

8.4 to approve contract for grounds maintenance;

8.5 any other Green matters.

9. Village Newsletter

 9.1 Report on Newsletter

 9.2 Consider proposal to make Newsletter a permanent Parish Council publication

 9.3 To approve costs for December and January issues

10. Emergency Plan

 To discuss preparation of new Emergency Plan

11. Village Speed Safety

 Discuss and agree plans to improve safety and support for 20 mph speed limit

12. Village Sign

12.1 To approve costs of building base for sign

12.2 To consider quote for cost of future maintenance

13. Planning

 13.1 To discuss and make observations on any applications received after the date of this Agenda

 13.2 Update on the following:

 *PF/20/0578 Demolition 4 livestock units, erection of 2 replacement units, etc., Rectory Farm House*

 *PF/20/0911 Variation of condition 4 (external materials) – Plot 1 Land east of 8 Pipits Meadow, Aldborough*

 *PF/20/1803 Installation of new package treatment plant to the west of Aldborough Hall, NR11 7HU*

 *PF/20/2066 Replacement of 2 no. existing windows and door on front elevation with new windows/door – Ivy Cottage, 1 The Green, Aldborough, NR11 7AA*

 *PF/20/2001 replacement windows with UPVCC sash white windows and replacement front and back doors – 3 Temperance Villas, Chapel Road, Thurgarton, NR11 7NP*

14. Finance and Regulatory

 14.1 To approve list of payments, receive balance sheet and report on bank reconciliation

 14.2 Update on Clerk’s hours

 14.3 To discuss and approve Budget for 2021-22 and set precept

 14.4 To approve draft letter and risk assessment as required by insurers for small maintenance works

15. To deal with correspondence

16. Any other matters for information only or next Agenda

The next meeting will be Monday 1st March 2021