**Gressenhall Parish Council**

**I hereby give you notice that an Ordinary Meeting** of the above named Parish council will be held at The Reading Room on Monday 7th October 2019 at 8:00pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

AGENDA

1. To receive apologies for absence.

2. To receive declarations of interest in items of the agenda and any requests for dispensation.

3. To approve and sign the minutes of the meeting held on Monday 2nd September 2019.

4. To report progress on items not on the agenda from the last meeting (information only).

5. Open forum for Public Participation: an opportunity to hear from members of the public.

6. Reporting of any Highways Matters including Pot holes

7. Update on Affordable Housing scheme

8. Update on the Gressenhall Community Car Scheme

9. Update on the WWI Memorial

10. Update on The Swan Community Group

11. To discuss the adoption of General Power of Competence/LCAS Quality Award

12. Update on the Register of parish land with the Land Registry

13. Update on fencing at the allotment

14. Update on Allotment Beekeeping

15. Update on the play area fence/gates

16. To discuss clerk laptop quotes

17. To advertise vacant allotment

18. To discuss tress overhanging Swan Drive garden

19. Report from District Councillor

20. Report from County Councillor

21. To formally appoint Parish Council Policies:

 a. Publication scheme

 b. Awards Policy

22. To discuss planning matters

 a. Land adjacent to 18 Rougholme Close – Variation of condition No.2 – revised design including proposed garage.

23. Financial Matters

 a. To approve payments for September: Clerk salary and expenses - £238.40, HMR&C - £56.00, Gressenhall Community Car Scheme - £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc.

24. Reports from councillors (for information only)

25. Correspondence (for information only)

26. To confirm the date of the Ordinary Meeting of the Parish Council scheduled for Monday 4th November at 8:00pm in the Reading Room

**Signed: Leanne Jarrett Dated: 2nd October 2019**

Parish Clerk: Mrs. L Jarrett, 2 Back Lane, Beeston, PE32 2NN Tel: 01328 701007 Email: gressenhallpc@gmail.com