

Costessey Town Council



Hilary Elias, Town Clerk Tel: 01603 742958 e: info@costesseytc.org @Costesseytc 24 August 2020

NOTICE is hereby given that an ONLINE Meeting of Costessey Town Council will be held on Tuesday 1 September 2020 at 7pm

**Members of the public are most welcome to attend.
The Waiting Room will open at 6.40pm**

Join Zoom Meeting

Meeting ID: 525 844 8551

Passcode: 152933

Find your local phone number: <https://zoom.us/j/5258448551>

If there is a particular item you are interested in, it would be useful to know this in advance, preferably by Friday 28 August 2020. This is because you are muted for the duration of the meeting, and if you wish to ask a question you will need to do this via the chat room which is monitored by officers. We cannot guarantee members of the public will have the opportunity to speak, other than as part of the Public Participation item at Full Council meetings.

The meeting will be recorded, and might also be recorded by other members of the public and live streamed via other platforms. Please be aware that whatever your device settings are will determine your identity in the Zoom screen gallery. You do not have to present your name, so please amend on Zoom as necessary.

Costessey TC Privacy and Policy: <https://www.costessey.org.uk/policies-and-gdpr.html>

The Town Council reserves the right to remove you from the meeting or switch off your audio / video. Members of the Public will be removed to the waiting room for confidential items in closed session

AGENDA

To transact the business below, receive the following reports & to make such orders or give such directions as necessary:

- 1 To receive Apologies**
- 2 To receive Declarations of Interest**
- 3 To confirm the minutes of the full CTC Meeting of the Council held at 7pm on 4th August 2020**
- 4 To receive the minutes of Committee meetings and consider the recommendations therein:**
 - a) Staffing Sub-Committee of 7 August 2020:
 - b) Finance, Budgets & Staffing Committee of 7 August 2020:
 - c) Finance, Budgets & Staffing Committee of 21 August 2020
 - d) Property & Environment Committee of 26 August 2020

- 5 To receive updates on matters in the minutes not listed below (NO resolutions)
- 6 To adjourn the meeting for 15 minutes' public participation [Queries and comments can be sent to the Clerk at the above e-mail address in advance and referenced to the meeting](#)
- 7 To make recommendations on planning applications, and receive information on appeals & other planning matters

a) Planning applications for consideration:

i) 2020/1407: Mr Peter Freezer - Land to the rear of 12 Grove Avenue, - Single storey dwelling with integral garage - Outline – by 2 September 2020.

b) Information & Planning decisions received from South Norfolk & Norfolk County Councils:

(*Information only. (No decisions needed) See separate sheet.

8 To consider the draft Device & Equipment Use Policy

9 To consider Finance Matters

- a) To approve the accounts for July 2020 and receive a budget report:
- b) To approve payment of invoice from J&D Carpentry services for the balance of the fire door replacements at Breckland Hall / Owen Barnes Room. Balance of £2411.70 plus VAT (deposit was paid)

10 To consider Highways Matters and whether to delegate them to the Infrastructure WG

a) Norwich Western Link Consultation:

b) Norfolk CC Parish Partnerships 2021-22:

11 To consider the latest Government guidance about multi-use Community Halls

12 To consider setting up a Lodge Farm Development Working Group (JF)

13 To receive correspondence (Verbal and written)

14 To raise matters of strategic importance (for discussion only - No resolutions)

15 To confirm the date of the next meeting as Tuesday 22 September 2020 at 7pm via zoom

16 To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below due to the discussions relating to staffing issues

***THE FOLLOWING ITEMS MAY BE HEARD IN CONFIDENCE / BELOW THE LINE**

17 *To discuss the recommendations of the Finance, Budgets & Staffing Committee