

Costessey Town Council



Hilary Elias, Town Clerk Tel: 01603 742958 e: info@costesseytc.org @Costesseytc 28 July 2020

NOTICE is hereby given that an ONLINE Meeting of Costessey Town Council will be held on Tuesday 4 August 2020 at 7pm

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

Join Zoom Meeting

<https://zoom.us/j/5258448551?pwd=OWYvT0Z5MmdoVG84R3dDUmJXVXd5dz09>

Meeting ID: 525 844 8551

Passcode: 152933

Find your local 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 31 July 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 at Item 12

AGENDA

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

- 1 To accept Apologies for absence**
- 2 To receive Declarations of Interest (pecuniary, non-pecuniary & sensitive)**
- 3 To confirm the minutes of the online CTC Meeting of the Council held at 7pm on 7 July 2020**
- 4 To receive Committee and Working Group minutes and consider recommendations**
 - a) On-line Fees and Charges Working Group of 21 July 2020:
Min: FC005/20: RECOMMEND to Full Council Complementary return session for community groups if requested

Min: FC007/20: RECOMMENDATION to full council: Costessey residents to benefit from rates equivalent to regular hirers/community groups.

b) On-line Finance, Budgets & Staffing Committee of 9 July 2020:

Min: F057/20: RECOMMEND to Full Council that a presence be maintained at the Costessey Centre throughout the duration of a hire.

c) On-line Finance, Budgets & Staffing Committee of 23 July 2020

Min: F064/20: RECOMMEND to Full Council All one-off contracts over £5,000 plus VAT to be issued with a comprehensive brief including a list of requirements.

5 To adjourn the meeting for a short period of public participation – [Queries and comments can be sent to the Clerk at the above e-mail address in advance and referenced to the meeting](#)

6 To make recommendations on planning applications, and receive information on appeals & other planning matters

a) **Planning applications for consideration:**

i) 2020/1157: Mr Nnewima Nwaforizu – Land at Kestrel Avenue, NR8 5FT - Erection of 2 bungalows and attached shop (Class A1) - Full – by 5 August 2020

ii) NCC: 2019/0067: **AMENDMENT:** Veolia ES (UK) Ltd & Thomson Bros. Ernest Gage Avenue, Longwater Industrial Estate NR5 0TL - Construction and operation of a new industrial building (B2) to house the operation of a Waste Transfer Station, a vehicle depot and ancillary development by 5 August 2020

b) **Information & Planning decisions received from South Norfolk & Norfolk County Councils: (*Information only. (No decisions needed) See separate sheet.**

7 To consider Finance Matters

a) To approve the accounts for June 2020 & receive a budget report & payments over £500

8 To receive correspondence

a) To receive briefing note from Norfolk County Council re: Queen's Hills Road Adoption

b) Royal British Legion: Remembrance arrangements:

9 To consider the latest Government guidance on face-to-face council meetings

10 To confirm the date of the next meeting as Tuesday 1 September 2020 at 7pm

11 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 exempt information on contracts

***THE FOLLOWING ITEMS MAY BE HEARD IN CONFIDENCE**

12 *To consider Finance, Budgets & Staffing Committee recommendations in relation to:

a) Transfer of caretaker from previous contractor with effect from 17 August 2020: (Mins: 072/20)

b) Drainage at Queen's Hills Community Centre:

13 To agree process for irrigation system at Longwater Lane after 7 August response deadline