

# Costessey Town Council



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**SUMMONS TO ATTEND - NOTICE is hereby given that an ONLINE Meeting of Costessey Town Council will be held on Tuesday 6 April 2021 at 7pm**

**Members of the public are most welcome to attend.  
The Waiting Room will open at approx. 6.45pm**

Join Zoom Meeting:

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

**Meeting ID: 525 844 8551      Passcode: 152933      Tel: 0208 080 6591, OR 0203 901 7895, OR 0208 080 6592, OR 0330 088 5830, OR 0131 460 1196**

If there is a particular item you are interested in, it would be useful to know this in advance, preferably by the preceding Friday. 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**

## 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 (pecuniary, non-pecuniary & sensitive)
- 3 To confirm the minutes of the full CTC Meeting of the Council held at 7pm on 16 March 2021
- 4 To receive Committee and WG minutes & notes and to consider recommendations therein:
  - a) Minutes of the Staffing Sub-Committee of 19 March: (recommendations to F,B&S Committee)
  - b) Minutes of the Finance, Budgets & Staffing Committee of 19 March 2021:
- 5 To receive updates on matters in the minutes not listed below (NO resolutions)
- 6 To adjourn the meeting for 15 minutes' public participation
- 7 To make recommendations on planning applications, and receive information on appeals & other planning matters

**a) Planning applications for consideration:**

- i) 2021/0082: AMENDED Aldi Store Ltd - Commercial Units East Of William Frost Way - Demolition of existing buildings and redevelopment of site to provide a retail foodstore (Class E) and associated car park, access, servicing and landscaping with new access road to serve foodstore and land to the rear - By 8 April 2021.
- ii) 2021/0324: Mr Martin Matthews - 148 Norwich Road, NR5 0EH - Proposed extension to side of garage and replace flat with hipped roof – Householder – by 3 April 2021.
- iii) 2021/0638: Advertisement Consent - Alison Cornish - Siting of Persimmon Homes Carriageway sign, Persimmon Homes flag and Charles Church flag - Land Off Long Lane - by 18 April 2021
- iv) 2021/0653: Mr Todd Jeffery - 5 Pump House Close, NR8 5HW - Rear flat roof extension to dwelling – Householder – by 18 April 2021
- v) Norwich City Council: 21/00368/F: The FDC Centre, Bowthorpe Park, Clover Hill Road, Norwich NR5 9ED - Provision of an artificial grass pitch, hospitality unit, tea cabin, spectator terrace stand, replacement flood lighting, reconfiguration of car parking with ancillary works – by 18 April

**b) Information & Planning decisions received from South Norfolk & Norfolk County**

**Councils:** (\*Information only. (No decisions needed) See also separate sheet.

**8 To consider Finance Matters** (See also F,B&S Committee Minutes)

- a) To approve the accounts for February 2021 and receive a short budget report incl payments over £500
- b) F059/21: To agree that Costessey Sports are NOT charged pitch hire fees for the 2021 football season:
- c) F065/21: To agree that in principle a Unity Trust Bank account be opened for electronic payments for hall hire deposit repayments up to £100, subject to change in hire deposit amounts:
- d) F069/21: To agree that a second debit card be obtained for the Deputy Clerk on the Clerk's IMPREST account:
- e) F069/21: To agree that full delegated authority for the Clerk to authorise payment of a single transaction be increased from £2,000 to £3,000:

**9 To consider the future structure of Council Committees, delegated powers, and frequency of meetings** (see report)

**10 To amend Standing Orders to include Covid provisions as an appendix**

**11 To consider Highways Matters**

**12 To receive correspondence** (Verbal and written)

- a) To consider a request to support the Armed Forces Covenant:

**13 To receive District Councillors' Reports**

**14 To consider the latest Government guidance on COVID 19**

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

**16 To confirm the date of the next ON-LINE meeting as Tuesday 4 May 2021 at 7pm**

**(NB: Annual Town Assembly brought forward to Tuesday 27 April at 7pm)**

**17 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 contracts**

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

**18 \*To approve the documents for transfer of the QH Community Centre & surrounding land to Costessey TC**

**19 \*To consider any confidential items from the Finance, Budgets & Staffing Committee (see above)**

**20 \*To receive an update on the snagging contract**