

# **WITTON & RIDLINGTON ANNUAL PARISH MEETING**

**Thursday 16th May 2019**

**@ Witton Village Hall – 7.00pm**

*followed directly by WITTON & RIDLINGTON ANNUAL PARISH COUNCIL MEETING*

You are invited to the Witton & Ridlington Annual Parish Meeting

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ 5th May 2019

Elaine Pugh Clerk to Council,

Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Telephone: 01692 402998 email: elainepugh15@hotmail.com

1. Chair's review/report for the year 2018-2019
2. To Approve Minutes -  
Witton & Ridlington Parish Annual Meeting - 15th May 2018
3. Receive Annual Reports from local organisations
4. Floor open to Parishioners

# **WITTON & RIDLINGTON PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING**

## **Thursday 16th May 2019 @ Witton Village Hall**

You are summoned to the Witton & Ridlington Annual Parish Council Meeting  
following the Annual Parish Meeting

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND

Signed: \_\_\_\_\_ **5th May 2019**

Elaine Pugh, Clerk to Council,

Raynham House, 10 New Road, North Walsham, Norfolk, NR28 9DF

Telephone: 01692 402998

email: elainepugh15@hotmail.com

## **AGENDA**

1. Election of Chair to Council
  - 1.1 Election of Vice Chair
2. To receive declaration of interest in items on the Agenda and Pecuniary Dispensation forms and authority
3. To consider apologies for absence
4. To approve outstanding Minutes -  
Witton & Ridlington Ordinary Parish Council Meeting - 19th February 2019
5. To consider co-option of new members
6. Resolution to adjourn the meeting for public participation (15 mins),  
Norfolk Police, District and County Councillor Reports
7. Finance
  - 7.1 To approve Accounts for 2018/2019
  - 7.2 To approve AGAR and sign Audit & Governance Form 2018/2019
  - 7.3 To re-appoint Ros Calvert Internal Auditor for 2019/2020
  - 7.4 To review internal audit report
  - 7.5 To review risk assessment
  - 7.6 To review asset list
  - 7.7 To allocate donation to Stalham First Responders
  - 7.8 To approve payments - schedule for Councillors approval
8. Annual documentation Review
  - 8.1 Standing Orders
  - 8.2 Financial Standing Orders
  - 8.3 Data Protection Policy
9. Matters arising - update and information only
  - 9.1 Witton Village Sign - this has been undertaken
  - 9.2 Bottle bank and VAT - claims in place
  - 9.3 Vattenfall
  - 9.4 Potholes within the village - Highways undertaking inspection
10. To review correspondence - tabled at meeting

**11. To review and consider planning if received**

<b>APPLICATION NUMBER</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>STATUS</b>
19/0559	Dairy Farm Barn, The Street	Conv of barn and outbuildings to residential dwelling with linked annexe, conversion of outbuilding to hobby room, erection of garage/shed/store and change of use of land to residential curtilage	No objections
19/0558	Dairy Farm Barn, The Street	Conv of barn and outbuildings to residential dwelling with linked annexe, conversion of outbuilding to hobby room, erection of garage/shed/store and change of use of land to residential curtilage	No objections
19/0373	Friars House, Happisburgh Rd,	Variation of condition 2 - reconfiguration of fenestration	No objections
19/0351	Barn South of Abbey Farm, Abbey Street	Conversion of barn to dwelling with a new access track to Mill Common Road	No objections

**12. To receive report from John Sings in connection with the Witton Charities**

**13. To Receive Reports from Councillors**

**14. To Confirm the Date of the next meeting -  
Witton & Ridlington Ordinary Parish Council  
Meeting - Tuesday 6th August 2019 - Witton Village Hall at 7.00pm**

# **Witton & Ridlington Parish Council**

**Elaine Pugh - Clerk to Council - 01692 402998**

Raynham house, 10 New Road, North Walsham, Norfolk, nr28 9df

## **SCHEDULE OF PAYMENTS**

**May 2019**

**Please note that these are subject to alteration prior to the meeting due to the late arrival of invoices from suppliers**

	<b>Amount</b>	<b>Chq</b>
<b>EXPENDITURE DUE FOR PAYMENT</b>		
Came & Company - insurance	£tba	
NPTC Membership	£35.00	
Indigo Waste	£14.40	
Ros Calvert (internal auditor)	£40.00	
Witton Village Hall - recycling credits	£tbc	
Elaine Pugh (Clerk)	£tba	
HMRC	£tba	
<b>Funds received</b>		
Walcott Farms - to be banked	£422.00	
NNDC 1st tranche Precept - Grant £24.00 Precept £1,727	£1,751	
NCC - recycling credits	£146.50	
NCC - recycling credits	£45.51	

---

## **Schedule of Correspondence–**

**May 2019**

**this is subject to updating prior to the meeting due to the late arrival of correspondence**

NCC - Highways visit  
NNDC - Local Plan  
NCC - Temporary Traffic Order  
NCC - Highways programme for edge repairs of North Walsham/Happisburgh Road  
Witton Village sign - resident