



Blofield Parish Council

Chair – Rob Christie Clerk to the Council – Sarah Osbaldeston and Melanie Eversfield
Blofield Parish Council, 19 Willow Close, Brundall,
Norwich, NR13 5PZ Tel: 01603 712943 e-mail: blofieldpc@gmail.com



You are invited to a Meeting of the Parish Council to be held at Blofield Courthouse on Monday 15th January 2018 at 7.30pm for the purpose of transacting the following business.

Agenda

1. Welcome and Introduction to the meeting by Chair
2. To consider apologies for absence
3. To receive Declarations of Interest on items on the Agenda
4. Open Forum - for parishioners to raise questions on and/or make statements about matters on the agenda and to receive a report from the District Councillor and County Councillor
5. To approve the Minutes of the parish council meeting held on 12th December 2017
6. To report on matters arising from the Minutes not on the Agenda: *for information only*

PLANNING

7. To consider council feedback on planning applications received from Broadland District Council including:
 - 7.1. Application: 20172128
Variation of condition 3 on planning permission 20111579 for use as holiday accommodation
Location: Annex, Willow House, Field Lane, Blofield, NR13 4RP
- To appoint a representative to attend the BDC planning committee meeting on 31st January 2018 to comment on 20161588 (RC)

FINANCE

8. To approve invoices for payment (SO)
9. To approve the quotation for gardens / grass maintenance work in the parish (SO)

PROJECTS

10. To receive an update report on current projects and agree any necessary actions (ME)
11. To review quotations for repairs to the Churchyard gate and approve a contractor to carry out the work (ME)
12. To further review quotations for repairs / improvements to the entrance to the allotments site and approve a contractor to carry out the work (ME)
13. To approve the projects (community halls) working group terms of reference (ME)
14. To approve placement of footpath noticeboards on Plantation Road and Hemblington council noticeboard site and agree any necessary costs (ME)
15. To note sites identified by Saffron Housing and agree any necessary actions (RC)

UPDATES / CONSIDERATIONS

16. To consider/approve any small highways works required within the village to request the use of any of Andrew Proctor's small highways budget and agree necessary actions (RC)
17. To review the success of the new parking bays on Yarmouth Road and agree any necessary actions (RC)
18. To agree any necessary actions following the John Henry / Virgin Media works in the village (PC-B)
19. To agree to Highways England entering allotments / orchard land (rented by the parish council) to carry out engineering and environmental surveys and agree any further actions (ME)
20. To agree that the old Blofield Parish Council laptop is donated to Hemblington Parish Council once all data is moved to the Blofield hard drive (SO)
21. To consider councillor attendance at the NALC Spring Conference on 6th March in Swaffham (RC)
22. To provide an update on the replacement of WWI memorial Blofield Street signs and agree any necessary actions (SO)
23. To consider a quotation for aerial photography and a 3D image of the village (RC)
24. To approve the purchase of a portable projector, carry case and equipment for use in the planning parish council meetings (ME)
25. To receive an update from the Assistant Clerk with regard to the partnership between Blofield Parish Council and Blofield Allotments Association and agree Blofield Parish Council's proposed bonfire policy (ME)
26. To note any correspondence received (SO)
27. Other reports and items for the next agenda *for information only*
28. To note the date of the next Parish Council planning meeting – Monday 29th January 2018 at 7:30pm at the Courthouse
29. To note the date of the next Parish Council meeting – Monday 12th February 2018 at 7:30pm at the Courthouse
30. To resolve to pass a formal resolution (under the Public Bodies and Admissions to meetings Act 1960) to exclude the press and the public for the remaining agenda items (RC)
31. To consider next actions regarding land in the Parish (RC)

Sarah Osbaldeston

Parish Clerk
10th January 2018

Under regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify the clerk prior to the start of the meeting. The Council has a policy available on request.