

# LONGHAM PARISH COUNCIL

The next meeting will be held on Monday 3<sup>rd</sup> October 2022  
at 7.30pm in the Village Hall.

Longham Parish Council welcomes the public and press to its meetings.  
You may address the Council during the public participation session  
but standing orders do not allow participation in the debates.

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## AGENDA

### A Minute's Silence to Honour the late Queen Elizabeth II

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 18<sup>th</sup> July 2022.
4. To note the vacancy for a parish councillor and consider any applications for co-option.
5. Meeting open for public participation.
6. To receive County and District Councillors reports.
7. Planning issues:
  - a) Applications for consideration.
    - 3PL/2022/0929/HOU – Honeywood, 19 Hoe road - erection of single storey extension to rear and erection of detached garage building with first floor storage.
    - 3PL/2021/1460/F – Meadow, Hoe Road - change of use of land from Agricultural to residential & the erection of 1No. self-build home and provision of 1No. Self Build Plot with associated car parking and landscaping.
    - Any applications received after the agenda has been published (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
  - b) Decisions to note.
  - c) To receive an update regarding the Rural Exception Site Housing Scheme.
8. Highway issues.
  - a) To receive updates on matters previously reported and to consider any new highway issues.
    - Hoe Road/Hoffield Plantation – Give Way Sign – reinstated.
    - Bittering Road- Pig Farm – mud on road.
  - b) To receive an update regarding the pull-in on Hoe Road.
  - c) To receive an update from the County Cllr regarding the grass cutting on Chapel Road (responsibility of County Council).
9. To receive an update in respect of the Playing Field and to consider any action in respect of the 2022 Inspection Report.

10. To receive an update regarding the Clay Pits (a county wildlife site).
11. To receive an update regarding the planting of the Jubilee Tree.
12. To receive a report from the County Cllr regarding recycling.
13. To consider taking responsibility for grass cutting at Longham church at the same cost as the current donation.
14. Finance and Governance
  - a) To receive a financial report for the year ending 31<sup>st</sup> March 2023.
  - b) To appoint an internal auditor for the year ending 31<sup>st</sup> March 2023.
  - c) To consider the option to opt out of the SAAA central external auditor appointment arrangements.
  - d) To consider a monthly standing order for salary/office allowance payments.
  - e) To consider amending bank authority to dual authorisation.
  - f) To review the following policies:
    - Financial Regulations
    - Equality Policy
    - Asset Register
    - Risk Assessment & Management Policy
  - g) To authorise financial payments as set out below:
 

• Clerk – Salary/Allowance (Aug/Sept)	£TBC
• HMRC	£TBC
Previously approved and/or in budget and paid:	
• Play Area Inspection	£144.00
• Clay Pit – Path Work	£360.00
15. Correspondence for circulation  
*(anything received after the agenda has been published will be circulated at the meeting)*
  - Breckland Local Plan (Partial Review) Regulation 19 Consultation
  - Norfolk Minerals and Waste Local Plan: Pre-Submission - Invitation to make representations.
16. To receive any new items for the next agenda.
17. To note the next meeting of the parish council will be held on Monday 21<sup>st</sup> November 2022 at 7.30pm in the Village Hall.

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Sheryl Irving  
 Clerk to the Council  
[longhamparishcouncil@gmail.com](mailto:longhamparishcouncil@gmail.com)  
 Tuesday 27<sup>th</sup> September 2022