

# Costessey Town Council



Hilary Elias, Town Clerk. Tel: 01603 742958. e: [info@costesseytc.org](mailto:info@costesseytc.org) @Costesseytc 23 January 2018

**SUMMONS TO ATTEND – NOTICE** is hereby given that a Meeting of Costessey Town Council will be held on Tuesday 30 January 2018 at 7pm in the Costessey Centre, Longwater Lane, Costessey, NR8 5AH.

**Members of the public are most welcome to attend**

## 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
- 3 To confirm the minutes of the Meeting of the Council held at 7pm on 9 January 2018
- 4 To receive Committee minutes
  - a) Finance, Budgets & Staffing of 15 January 2018: (See also 8c, 8d & 8e)
  - b) Property & Environment Committee of 25 January 2018: (See also 8f)
- 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) 2017/1845/F: AMENDMENT - Land North of the Loke, Longwater Lane – Proposed change of use to include agricultural and education use. Erection of temporary structure for toilets. Repairs to barn & erection of polytunnel
    - ii) 2017/2911/F: Bannatyne Health Club, Ernest Gage Avenue, NR5 0JU – Instavolt propose to install two additional parking spaces within the car park
    - iii) 2018/0042/F: Mr F D Thompson – Subdivision of 35 Margaret Road / Olive Road – New Dwelling
    - iv) 2018/0053/TPO: Norfolk CC - Trees to the north of the A1074, Dereham Road, Costessey
    - v) 2018/0126/H: Mr & Mrs S Hawken - 192 West End, NR8 5AW - Demolition of existing utility and garage, erection of two-storey front and side extension, incorporating new integrated garage.
  - b) **Information & Planning decisions received from South Norfolk & Norfolk County Councils: (\*Information only. (No decisions needed)** See separate sheet.
    - i) 2017/2591/ Costessey Mill: – this is now subject to an EIA so the timescale for a decision has been extended up to 16 weeks from the date of validation
- 8 Finance Matters
  - a) To approve the accounts for December 2017 and receive a budget report:
  - b) To approve the system for effective Internal Audit
  - c) To Review and update the Financial Risk Assessment (FB&S)
  - d) To approve action to manage financial risks (2nd column of Financial RA) (FB&S)

e) To approve the Treasury Strategy (proposed amendments in red type – FB&S)

f) To consider the purchase of a permanent flagpole: (see P&E RBL letter)

**9 To approve the general H&S Policy and the list of H&S Risk Assessments** (see documents)

**10 To ratify the decision to grow Miscanthus (Elephant Grass) on the cemetery extension land**  
(see report & figures)

**11 To consider details of the Fete & Fair 2018**

**12 To receive District Councillors' Reports**

**13 To consider Highways Matters**

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

a) Resident's E-mail in response to Costessey Contact:

b) Police Report & December 2017 Crime figures:

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

**16 To confirm the date of the next meeting as Tuesday 20 February 2018**