

Costessey Town Council



Hilary Elias, Town Clerk Tel: 01603 742958 e: info@costesseytc.org @Costesseytc 9 October 2018

NOTICE is hereby given that a Meeting of Costessey Town Council will be held on Tuesday 16 October 2018 at 7pm at The Costessey Centre, Longwater Lane, Costessey, Norwich. NR8 5AH

REFRESHMENTS WILL BE SERVED FROM 6.30PM

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 25 September 2018**
- 4 To receive Committee & Working Group minutes and consider recommendations**
 - a) Minutes of the Property & Environment Committee on 27 September 2018:
 - b) Minutes of the Preliminary Meeting of Councillors on 2 October 2018:
 - c) Minutes of the Fees & Charges WG meeting on Tuesday 9 October 2018:
 - d) Minutes of the Community Engagement Working Group meeting on 11 October:
 - e) Minutes of the Finance, Budgets & Staffing Meeting of 12 October 2018: (NB: CONFIDENTIAL items at the end of the meeting)
- 5 To receive updates on matters in the minutes not listed below (NO resolutions)**
- 6 To make recommendations on planning applications, and receive information on appeals & other planning matters**
 - a) Planning applications for consideration:**
 - i) 2018/1723: Mr A Norman - 9 Silvo Road, NR8 5EL - Conversion of part of garage into residential accommodation – (by 11 October 2018 Extension to 17 October 2018)
 - ii) 2018/2037: Mr D Potter - Northfields (Plot 16), Ringland Lane, NR8 5BG - Removal of existing static caravan and construction of new, 3 bed dwelling house with detached garage (by 11 October 2018 – Extension to 17 October 2018)
 - iii) 2018/2067: Mr P Pullan - 10 Richmond Road, NR5 0PG - Single storey side extension and two storey rear extension – (by 11 October 2018 Extension to 17 October 2018)
 - iv) 2018/2177: Mr Stephen Reid - 5 Farmland Road Costessey NR5 0HX - Single storey side and rear extension – (by 24 October 2018)
 - b) Information & Planning decisions received from South Norfolk & Norfolk County Councils: (*Information only. (No decisions needed) See separate sheet.**
- 7 To adjourn the meeting for a maximum of 15 minutes' public participation**
- 8 To consider and act on Finance Matters (See also confidential items)**
 - a) To approve the accounts for September 2018 and receive a budget report:
 - b) To approve payment of the JR Vincent-Bunn invoice for three cuts @ £2,490 + VAT
 - c) Friends of St Edmund's Church – Subscription (£20) & Newsletter:

- 9 To receive District Councillors' Reports**
- 10 To consider the purchase of land at Kestrel Avenue**
- 11 To consider updates to the Fete 2019 Business Plan (See FB&S Minutes)**
- 12 To consider Highways Matters**
 - a) Junction of Richmond Road & East Hills Road – Junction Protection Consultation: (by 26 Oct)
 - b) West End – Waiting Restriction and Junction Protection: (by 29 Oct)
- 13 To receive correspondence (Verbal and written)**
 - a) To receive an update from South Norfolk Council on 2 May 2019 elections.
- 14 To consider re-naming West Costessey Hall either a) Queen's Hills Community Centre or b) Queen's Hills Hall.**
- 15 To raise matters of strategic importance (for discussion only - No resolutions)**
- 16 To confirm the date of the next meeting as Tuesday 6 November 2018 at 7pm in The Costessey Centre**
- 17 To pass a resolution to exclude 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**

THE FOLLOWING ITEMS MAY BE DISCUSSED IN CONFIDENCE / *IN CAMERA

- 18 * To review the job descriptions of the Clerk's Assistants following appraisals (see original and draft amended versions)**
- 19 * To review the job description of the third Clerk's Assistant in light of the CTC decision on 25 September**