



# Blofield Parish Council

Chair – Stuart Smith Clerk to the Council – Sarah Osbaldeston and Melanie Eversfield  
Blofield Parish Council, 19 Willow Close, Brundall,  
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You are invited to Meeting of the Parish Council on Monday 14<sup>th</sup> June 2021 at 7.30pm at Blofield Courthouse for the purpose of transacting the following business.

**Please note that this meeting will take place following COVID safety guidelines. If you wish to attend the meeting please contact the parish clerk at [blofieldpc@gmail.com](mailto:blofieldpc@gmail.com) before 12:00noon on the day of the meeting as there will be limited spaces available. A zoom code will be available if you would like to observe the meeting online.**

## Agenda

1. Welcome and Introduction to the meeting by Chair
2. To consider apologies for absence
3. To note that no election has been requested for the council casual vacancy and to receive a presentation from a parishioner to be considered for co-option (SJS)
4. To receive Declarations of Interest and requests for dispensation on items on the Agenda
5. 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
6. To approve the Minutes of the Parish Council meeting held on 19<sup>th</sup> April 2021
7. To approve the Minutes of the Parish Council meeting held on 4<sup>th</sup> May 2021
8. To approve the Minutes of the Annual Parish Council meeting held on 4<sup>th</sup> May 2021
9. To report on matters arising from the Minutes not on the Agenda: *for information only*

## PROJECTS

10. To receive a report on Marty's Marsh and approve all necessary actions (YB/SD/ME)
11. To receive an update following churchyard headstone inspection and churchyard inspection and agree any necessary actions (ME)
12. To review quotations for gates on footpath 12 at the churchyard boundary (ME)
13. To consider a quotation for the churchyard public right of way maintenance (ME)
14. To receive an update following the Allotment inspection and agree any necessary actions (ME/SD)
15. To receive an update on the Courthouse survey, planning application and agree any necessary actions (ME)
16. To receive an update on Parish Partnership bids and agree any necessary actions (ME)

## FINANCE & GOVERNANCE

17. To approve invoices for payment and note council funds (SO)

18. To note the Internal Auditor's report and recommendations and agree any necessary actions (SO)
19. To approve Blofield Parish Council Annual Financial Report 2020/21 (SO)
20. To approve the 2020-21 Annual Governance Statement (SO)
21. To approve the 2020-21 Statement of Accounts (SO)
22. To consider urgent tree works at town pit pond (ME)

#### **UPDATES / CONSIDERATIONS**

23. To consider a number of parishioner concerns of speeding on Pedham Road and Yarmouth Road and agree any necessary actions (SJS)
24. To review and approve draft newsletter contents and agree any necessary actions (SJS)
25. To agree the red line boundary for the division of the old school land (SJS)
26. To consider approaching Blofield Fuel Charity regarding parish allotment land (SJS)
27. To receive an update on the community project and agree any necessary actions (SJS)
28. To receive an update from Blofield Doctors Surgery and agree any necessary actions (SJS)
29. To receive an update on Wyngates land cutting and review quotations for this work (SO)
30. To receive an update from the recent Margaret Harker Hall meeting and agree a meeting with the MHH trustees (JS/SJS)
31. To note the scheduled dates for the footpath walks (YB)
32. To consider an application to the 'Greening our communities fund' (SD)
33. To receive the Clerk's Report & Correspondence (SO)
34. Other reports and items for the next agenda *for information only*
35. To note the date of the next Parish Council planning meeting – Monday 28<sup>th</sup> June 2021 at 7:30pm at Blofield Courthouse
36. To note the date of the next Parish Council Meeting – Monday 12<sup>th</sup> July 2021 at 7:30pm at Blofield Courthouse
37. 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)
38. To receive a half year staffing update

*Sarah Osbaldeston*

Parish Clerk  
8<sup>th</sup> June 2021

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.