



# Blofield Parish Council

Chair – Stuart Smith 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](mailto:blofieldpc@gmail.com)



You are invited to Meeting of the Parish Council on Monday 12<sup>th</sup> July 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 receive Declarations of Interest and requests for dispensation 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 14<sup>th</sup> June 2021
6. To report on matters arising from the Minutes not on the Agenda: *for information only*

## PROJECTS

7. To note recent correspondence with the solicitors regarding the S106 land transfer for Wyngates and to approve (ME)
8. To receive an update regarding the Wyngates land transfer, new school and doctors surgery extension and agree any necessary actions (SD)
9. To receive a report on Marty's Marsh and approve all necessary actions (YB/SD/ME)
10. To review quotations for gates on footpath 12 at the churchyard boundary (ME)
11. To consider a quotation for the churchyard public right of way maintenance (ME)
12. To receive an update on the Courthouse survey, planning application and agree any necessary actions (ME)

## FINANCE & GOVERNANCE

13. To approve invoices for payment, note council funds and review internal monthly checks (ME)
14. To approve Yvonne Burton as a further cheque payment and online payment authoriser with Barclays (SD)
15. To agree to appoint Sue Lake as internal auditor for 2021/22 (ME)
16. To consider quotations for churchyard headstone repairs and reassessment quotation (ME)
17. To consider urgent tree works at town pit pond (ME)

18. To consider a further weed treatment around the village signs later in the year at a cost of £100 for 12 signs (ME)

## UPDATES / CONSIDERATIONS

19. To receive an update regarding the Country Park land linked to the 20171386 Memorial Hall Brundall development (SD)
20. To note correspondence with Heathlands Community Centre regarding Section 106 and agree a meeting (ME)
21. To note the public right of way report, review FP5&7 footpath safety and agree any necessary actions (YB)
22. To consider signing a parish council armed forces covenant pledge (SD)
23. To receive an update on the Highways England Designated fund application and agree any necessary actions (SD)
24. To receive an update on Highways England A47 plans feedback (ME)
25. To consider any suitable commemoration plans for the Queens Platinum Jubilee (JS)
26. To consider ways of safeguarding the old Victorian School building in Blofield (SS)
27. To receive an update on the course 'Strategies to identify local councillors' (SD)
28. To review the Court House Constitution (SD/PW)
29. To receive the Clerk's Report & Correspondence (SO)
30. Other reports and items for the next agenda *for information only*
31. To note the date of the next Parish Council planning meeting – Monday 26<sup>th</sup> June 2021 at 7:30pm at Blofield Courthouse
32. To note the date of the next Parish Council Meeting – Monday 9<sup>th</sup> August 2021 at 7:30pm at Blofield Courthouse

*Sarah Osbaldeston*

Parish Clerk  
5<sup>th</sup> July 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.