



# 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 an online Meeting of the Parish Council on Monday 8<sup>th</sup> March 2021 at 7.30pm for the purpose of transacting the following business.

Topic: Blofield Parish Council Meeting

Time: Mar 8, 2021 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/87224163891?pwd=cTdTRVNBb1pKaEiWdHpYaTIST0iOQT09>

Meeting ID: 872 2416 3891

Passcode: 643711

**This is an online meeting, if you would plan to attend please let the clerk, Melanie Eversfield know at [blofieldpc@gmail.com](mailto:blofieldpc@gmail.com) before 7pm of the day of the meeting**

## 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 8<sup>th</sup> February 2021
6. To report on matters arising from the Minutes not on the Agenda: *for information only*

## PROJECTS

7. To receive a report on Marty's Marsh and approve all necessary actions including high wind signage (YB/SD/ME)
8. To receive a report on Blofield Allotments and approve all necessary actions (SD)
9. To receive an update report on Highways England A47 road plans (SD)
10. To receive an update on the swimming pool research and investigation (SJS)
11. To receive an update report on general projects and approve any necessary actions (ME)
12. To note COVID grant funding application and agree next actions (ME)
13. To receive an update on the new school and agree any necessary actions (SJS)
14. To receive an update on the community project (SJS)

## FINANCE & GOVERNANCE

15. To approve invoices for payment (SO)
16. To receive the internal monthly review (SD)

17. To approve delegated powers for 2021/22 (SO)
18. To note COVID grant funding application was unsuccessful and consider council unspent funds in Small community grants (SO)
19. To consider a quotation for work for repairs to the churchyard gate (SO)
20. To consider urgent tree works at town pit pond (ME)
21. To approve the following revised documents drafted by the finance working party (SO)
  - Standing Orders
  - Finance Regulations
  - Risk Assessment
  - Freedom of Information Scheme
  - Annual Review of the Effectiveness of Internal Control
  - Annual Review of the Effectiveness of Internal Audit
  - Duties of the Responsible Financial Officer
  - Investment Policy
  - Business Continuity Plan
  - Communications Policy
  - Complaints Policy
  - Code of Conduct
  - Grievance Policy
  - Disciplinary Policy
  - Filming and Recording Policy
  - Dark Skies Policy

#### UPDATES / CONSIDERATIONS

22. To consider extension of online meetings for a further 2 months (SJS)
23. To approve a final council response to the Greater Norwich Local Plan (PCB)
24. To note receipt of the consultation material for the dualling of the A47 and agree preparation of a draft response (SJS)
25. To receive an update on the Courthouse Survey and agree next actions (ME)
26. To receive an update following the meeting with Jerome Mayhew (SJS)
27. To receive an update on the Margaret Harker Hall 'sink hole' (SD)
28. To receive an update on the Blofield Heath Bus Shelter (SO)
29. To receive an update on the Blofield and Brundall Good Neighbours Scheme (PW)
30. To receive the Clerk's Report & Correspondence (SO)
31. Other reports and items for the next agenda *for information only*
32. To note the date of the next Parish Council planning meeting – Monday 22<sup>nd</sup> March 2021 online at 7:30pm
33. To note the date of the next Parish Council Meeting – Monday 19<sup>th</sup> April 2021 online at 7:30pm

*Sarah Osbaldeston*

Parish Clerk  
3 March 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.