



MERTON PARISH COUNCIL

Chairman: Louise Hyde Vice Chairman: Stephen Mouser



To all Councillors

You are hereby summoned to a Meeting of the Parish Council via the internet meeting medium, 'Zoom', to consider the following business, to be held on Tuesday 30th March at 6pm. Please notify the Clerk in good time if, and the reason why, you are unable to join the meeting.

Locum Clerk 24th March 2021

Email: mertonparishcouncil@gmail.com

Merton Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during Item 6 of the Agenda set out below. The law does not permit members of the public and press to take part in the debates.

Topic: Merton Parish Council Meeting 30th March 2021

Time: Mar 30, 2021 06:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/84669596157?pwd=eXJpNXpadENhNzBIMnM5NFNVRkF1Zz09>

Meeting ID: 846 6959 6157

Passcode: 055478

AGENDA

1.0 Chairman's Opening Remarks

2.0 Apologies for Absence

3.0 Declarations of Interest

To receive any declarations of interest in items on the Agenda and to consider any requests for dispensation.

4.0 Minutes of Previous Meeting

4.1 To Approve the Minutes of the meeting held on 5th January 2021

4.2 To Approve the Minutes of the Extraordinary Meeting held on 19th January 2021

4.3 To Approve the Minutes of the Extraordinary Meeting held on 9th February 2021

4.4 To consider matters arising from the minutes of previous meetings not considered on this Agenda (for information only)

5.0 Public Session

6.0 Finance

6.1 Invoices Paid Since Last Meeting

Cheque No	Amount	Details
Cheque No 100267	£557.43	Clerk's Salary for Quarter Dec – Feb 19 th expenses and agreed overtime
Cheque No 100268	£121.00	HMRC – Tax Liability of Clerk
Cheque No 100269	£117.00	NALC – Chairmanship Training – LH and SM

6.2 Receipts since Last Meeting at the time of issuing the Agenda

ACCOUNT	SOURCE	AMOUNT
Savers Account	Interest	To be confirmed at next meeting
Community Account	Precept	Nil
Village Hall Project	Easy Fundraising	Nil

Clerk: Vacant

Contact Louise Hyde in the meantime on 01953 889419

mertonparishcouncil@gmail.com

<https://mertonparishcouncil.norfolkparishes.gov.uk/>



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6.3 Bank Account Balances at 23rd March 2021

Savers Account	£1683.18
Community Account	£1642.17 (includes unpresented chq no 100269 for £117)
Village Hall Project	£3231.11

6.4 To receive the Quarterly Bank Reconciliation to 23.03.2021, Income/Expenditure against Budget Report

7.0 Review of Asset Register

7.1 To review the Asset Register

8.0 Planning

8.1 To receive and consider any new Planning Applications – None received

8.2 To receive and consider results of planning applications – 3PL/2021/0022/F - Change of use of land from equestrian to residential amenity land at Grove Farm - **APPROVED**

9.0 Flooding and Highways matters

9.1 To receive and consider any issues relating to flooding in Merton

9.2 To receive and consider any Highways matters

9.3 To receive and consider any Breckland District Council matters

10.0 Post Box Closure

10.1 To receive any update on continuing closure of mailbox adjacent to Merton Hall

11.0 Village Hall Update

12.0 Defibrillator

12.1 To receive report from Cllr De Grey on defibrillator final costings

12.2 To consider and agree purchase of defibrillator and potential siting

13.0 To agree a date for the Annual Meeting of the Parish and the Annual Parish Council Meeting

13.1 To consider and agree holding the Annual Meeting of the Parish at 6.00pm and the Annual Parish Council Meeting on Tuesday 4th May at 6.30pm via Zoom – **please note these meeting dates supersede that previously advertised as 18th May 2021.**

14.0 To appoint an Internal Auditor for Financial Year 2020-21

14.1 To consider re-appointing Max Bergin to perform Internal Audit for 2020-21

14.2 To agree the fee of £30 for remote audit or £55 for physical audit – dependant on contemporaneous restrictions

15.0 Parish Councillor Vacancy

16.0 To receive and consider correspondence of note since the last meeting

Email with Newsletter and Crime Stats from Norfolk Police; Emails regarding Stanta Live - Firing Schedules; Official Briefings on Coronavirus (COVID 19) from Breckland District Council, NCF and NCC; COVID 19 Guidance from NALC; correspondence from parishioners regarding temporary road closure and subsequent damage to verges and residual mud.



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- 17.0 To consider any issues raised that the Chairman considers to be urgent**
- 18.0 To consider and agree date and time of next meetings – Annual Parish Council Meeting – Tuesday 4th May 2021 at 6.30pm and Ordinary Parish Council Meeting - 7th September 2021, 6pm – Medium to be confirmed**
- 19.0 To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) that the public and press be excluded from the meeting for item 16 onwards on the grounds that it could involve the likely disclosure of private and confidential information.**
- 20.0 To confirm appointment of new Clerk/RFO**
 - 20.1 To confirm and formally agree contractual terms of new Clerk/RFO**