**Downham West Parish Council**

**Chairman, Mr Robin Pegg**

Willowbrook Cottage, Watermans Way

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**Parish Clerk, Mrs Sara Porter**

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You are hereby summoned to attend the Full Council meeting of Downham West Parish Council on **Monday, 10th June 2019** at **7.00pm** in the **Town Council Offices, Paradise Road, Downham Market, PE38 9HS** for the purpose of transacting the business on the agenda below.



Sara Porter (Mrs)

Parish Clerk

5th June 2019

The meeting is open to the press and public. Any parishioner wishing to raise a matter on the agenda should speak when invited by the Chairman during the ‘Public Open Forum’.

**AGENDA**

1. **To receive and accept apologies and reasons for absence**
2. **To receive declarations of interest for items on the agenda and any requests for dispensation**
3. **To agree the minutes of the Annual Meeting held on Monday, 13th May 2019 (Items 1092-1108)**

**To adjourn the meeting in order to allow reports and the press and/or members of the public to address the Council in a PUBLIC OPEN FORUM**

**Reports**

County Councillor

Borough Councillors

**Public Participation** (maximum 15 minutes – 3 minutes per speaker)

1. **To discuss Finance**
   1. To receive the Clerk’s financial report and bank reconciliation (circulated with agenda)
   2. To receive update on the current banking arrangements
      1. To receive information on the Unity Trust Bank (circulated with agenda)
   3. To receive and agree the finances since the last meeting and approve payments and pending disbursements to be made:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Transaction** | **Net £** | **VAT £** | **Gross £** | **Receipt £** |
| 03.06.2019 | Barclays Bank Plc | Bank Interest | BACS | 0.00 | 0.00 | 0.00 | 5.20 |
| 10.06.2019 | Clerk | Salary May 2019 | 100575 | 178.71 | 0.00 | 178.71 | 0.00 |
| **Totals this month** | | | | **178.71** | **0.00** | **178.71** | **5.20** |

1. **Parish Partnership Scheme 2019/2020** (Vehicle Activated Sign - War Memorial, Salters Lode, A1122)
2. **To consider planning applications, planning decisions and other planning notifications from the BCKL&WN**
   1. Planning applications
      1. 19/00861/F – Riverbank, Bridge Road – Variation of Condition 2 of Planning Permission 18/00675/F: Variation of condition 2 of planning permission 17/00739/F: To amend previously approved drawings – comments by 7th June 2019
   2. Planning decisions
      1. 19/00426/F – Land On The North East of 4 And 5 Watermans Way, Salters Lode – Erection of one dwelling (Plot 2) – Application permitted (delegated decision)
   3. Planning enforcements / appeals and other notifications
   4. To receive and consider Late Planning applications and decisions
3. **To receive and discuss correspondence**
   1. For action/information
      1. Mr P Akers – War Memorial grounds maintenance
   2. Late correspondence
4. **To receive updates on ongoing matters**
   1. Council archives
5. **To receive updates and agree action on improvements to the village**
   1. Village Gates
6. **To receive items for the next Agenda**
7. **To record the date of the next Full Council meeting:**

Monday, 22nd July 2019 at 7.00pm in the Downham Market Town Council Offices, Paradise Road