

STRATTON STRAWLESS PARISH COUNCIL

Clerk: Mrs Kate Leggett
17 Woodham Leas, Old Catton, Norwich, NR6 7EE
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NOTICE OF MEETING AND SUMMONS TO ATTEND

The meeting of the Parish Council will be held on
Monday 8th November at 7:30pm in Burroughes Hall, Parish Road

AGENDA

- 1 To receive apologies (*telephoned/emailed to the Clerk in advance*)
- 2 To receive Declarations of Interest and consider any requests for Dispensation
- 3 To approve minutes of the meeting held on 11th October 2021
- 4 To report matters arising from the previous meeting not on the agenda
- 5 To receive District and County Councillors reports
- 6 To receive Police report
- 7 To receive Clerks report
 - a) Correspondence received
 - Pandemic commemorative community plaque
 - Parish Magazine
 - b) Laptop – has now been purchased. Clerk in process of moving files across etc.
 - c) Flooding as reported to Highways
- 8 To adjourn for Public Participation
- 9 To discuss and agree any action regarding outstanding issues
 - a) Co-option of new Councillor
 - b) Road Safety within the parish
 - c) Bus Shelter Risk Assessment
 - d) Budget
- 10 To note SAM2 results.
- 11 Planning
 - a) Applications
 - 20211792** – Clark Warehousing, Pinewood Farm, Shortthorn Road – New site access to existing warehousing units.
 - 20211842** – Four Oaks, Shortthorn Road – New single storey dwelling with detached double garage
 - 20210725** – Thompson Saw Mills, Shortthorn Road – Revised application to change the position of staff accommodation No.1 and the formation of a new staff car park.

- 12** Finance
- a) To approve accounts for payment
 - b) Cheque payments no longer accepted for URM.
- 13** Any Other Business
- 14** Receive items for agenda of next meeting
- 15** Date of next meeting - 10th January 2022

COVID-19: Requirements for this meeting Those attending this meeting need to be aware of the following requirements and precautions.

A COVID-19 risk assessment has been carried out by the Village Hall Committee.

- *The room and equipment used will be wiped down before and after use with antibacterial spray/wipes.*
- *Chairs will be set out at a 2m distance.*
- *You must keep a social distance between yourself and others not living with you of 2m during this meeting. Where this is not possible face masks must be worn.*
- *You must provide your own face mask.*
- *You must sanitise your hands on the way in and out of the building. Hand sanitiser will be provided at the entrance/exit.*
- *A one way system will be in place, entering via the main door and leaving via the back door onto the park.*
- *You must provide your name and contact telephone number for track and trace.*
- *No paperwork will be provided and should not be shared*
- *The village hall will be limited to a capacity of 20 people.*