

11th April 2024

An ORDINARY MEETING of Sheringham Town Council will take place on **Tuesday 16th April 2024** at Sheringham Community Centre at **7.00pm** and the following business will be transacted. All Members are summoned to attend. Members of the press and public are welcome.



Sarah Peberday – Clerk/RFO

AGENDA

1.	<p>APOLOGIES MOTION: Council to receive and approve apologies and reasons for absence</p>
2.	<p>DECLARATIONS OF INTEREST and DISPENSATIONS With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required. The Clerk has received and approved dispensation requests for all Councillors.</p>
3.	<p>APPROVAL OF MINUTES A – MOTION: Council to approve and sign the minutes of an extraordinary Full Council meeting held on 14th March 2024 (PR) B - MOTION: Council to approve and sign the minutes of the Full Council meeting held on 19th March 2024. (PR)</p>
4.	<p>OPEN MEETING Public participation: Members of the public will be invited to speak and/or question the Town Council on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council’s Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the Chair of the meeting. Matters pertaining to employment/personnel matters are not a matter for public participation.</p>
5.	<p>EXCLUSION OF PRESS AND PUBLIC MOTION: Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972, Council to decide on whether the press and public be excluded from the meeting for any agenda item on the grounds that its consideration would involve the disclosure of exempt information. It is suggested that items 17-22 be heard in 3d due to matters considered commercially sensitive or personal information relating to staff/councillors.</p>
6.	<p>COMMITTEE, WORKING GROUP MEETINGS and TASK & FINISH GROUPS A - MOTION: Council to review and agree the recommendations made in the Assets Committee meeting held on 09.04.24 (JS)</p>

	<p>B - MOTION: Council to note and agree the recommendations made in the Finance & Governance meeting held on 11.04.23 and agree creation and members of a Health & Safety Working Group (MA)</p> <p>C - MOTION: Council to note and agree the recommendations made in the Putting Greens Strategy working group report (PR)</p> <p>D - MOTION: Council to note and agree the recommendations made in the Wayfinding Task & Finish group report (PR)</p> <p>E - MOTION: Council to note and agree the recommendations made in the Pavilion T&F group reports (PR)</p> <p>F - MOTION: Council to note and agree the recommendations made in the SCAP Task & Finish group report (PR)</p> <p>G - MOTION: Council to note an update report from the CT2 task and finish group (ML)</p> <p>H - MOTION: Council to note an update from the Alleyway Naming Task & Finish Group (SB)</p> <p>I - MOTION: Council to note and agree the recommendations made in the Parking & Road safety Task & Finish group report (PB)</p> <p>J - MOTION: Council to note an update from the Barclays Bank Task & Finish group (CH)</p> <p>K - MOTION: Council to note an update from the Market Task & Finish group (CM)</p> <p>L - MOTION: Council to note an update report from the meadowland burial Task & Finish group (ML)</p> <p>M – MOTION: Council to note an update report from the Morley Hill Task & Finish Group (PR)</p> <p>N – MOTION: Council to note an update from the Thank you awards Task & Finish Group (SB)</p> <p>O - MOTION: Council to review memberships of all working groups and Task and Finish Groups (PR)</p>																																																																																																																																																																																																				
7.	<p>DISTRICT COUNCILLOR and COUNTY COUNCILLOR REPORTS</p> <p>A - MOTION: Council to note and receive a verbal report from County Cllr Judy Oliver.</p> <p>B - MOTION: Council to note and receive a report from the District Councillor Team. (CH, PB, LW)</p>																																																																																																																																																																																																				
8.	<p>SHERINGHAM BEAT MANAGER UPDATE</p> <p>MOTION: Council to note and receive an update from Beat Manager PC Jack Houghton</p>																																																																																																																																																																																																				
9.	<p>FINANCE & ACCOUNTS</p> <p>A - MOTION: Council to consider and approve the invoices for payment listing. (Clerk)</p> <p>April 2024</p> <table border="1"> <thead> <tr> <th colspan="7">INVOICES</th> </tr> <tr> <th>Company</th> <th>Invoice No.</th> <th>Date</th> <th>Amount</th> <th>Description</th> <th>Power of Spend</th> <th>Ref:</th> </tr> </thead> <tbody> <tr> <td>Karl Harper</td> <td>868</td> <td>14.03.2024</td> <td>£250.00</td> <td>Grave Digging</td> <td>Sections 9&10 LG Act 1972 s.214</td> <td>#10</td> </tr> <tr> <td>A H Plumbing & Heating</td> <td>3842</td> <td>15.03.2024</td> <td>£571.43</td> <td>Burst Pipe & Replacement Stop Valve at Allot</td> <td>Smallholdings & Allotments Act 1908 s.23</td> <td>#9</td> </tr> <tr> <td>Clearview Communications Ltd.</td> <td>23900</td> <td>16.03.2024</td> <td>£675.00</td> <td>Monthly Maintenance Contract</td> <td>Crime & Disorder Act 1998 s.17</td> <td>#8</td> </tr> <tr> <td>Initial</td> <td>60440856</td> <td>15.03.2024</td> <td>£683.40</td> <td>Yearly Payment for Sanitary Bins at C Centre</td> <td>LG Act 1972 s.133</td> <td>#7</td> </tr> <tr> <td>Jon Bott (Expenses - Fast Lane)</td> <td></td> <td>12.03.2024</td> <td>£4.99</td> <td>Fast Lane</td> <td>LG Act 1972 s.133</td> <td>#6</td> </tr> <tr> <td>ALS Lawns & Fencing</td> <td>1415</td> <td>03.04.2024</td> <td>£1,170.00</td> <td>Verge Cutting</td> <td>Open Spaces Act 1906 s. 9 & 10</td> <td>#5</td> </tr> <tr> <td>IT Norwich</td> <td>INV-13852</td> <td>31.03.2024</td> <td>£344.35</td> <td>Remote Support for March 2024</td> <td>LG Act 1972 s.111</td> <td>#11</td> </tr> <tr> <td>Norfolk ALC</td> <td>1597</td> <td>06.04.2024</td> <td>£1,191.89</td> <td>Norfolk ALC Membership for 2024-2025</td> <td>LG Act 1972 s.111</td> <td>#12</td> </tr> <tr> <td>First Class Business Solutions</td> <td>262161</td> <td>02.04.2024</td> <td>£39.62</td> <td>Photocopier Copies</td> <td>LG Act 1972 s.111</td> <td>#13</td> </tr> <tr> <td>Norfolk Drain Services Ltd.</td> <td>2288</td> <td>26.03.2024</td> <td>£594.00</td> <td>CC Sinkhole Investigation</td> <td>LG Act 1972 s.133</td> <td>#14</td> </tr> <tr> <td>IT Norwich</td> <td>INV-13814</td> <td>31.03.2024</td> <td>£1,061.10</td> <td>IT & Telephone Management Package</td> <td>LG Act 1972 s.111</td> <td>#15</td> </tr> <tr> <td>Mackhouse</td> <td>INV-0987</td> <td>26.03.2024</td> <td>£3,480.00</td> <td>Beeston Regis/Sheringham Bridge</td> <td>Open Spaces Act 1906 s. 9 & 10</td> <td>#18</td> </tr> <tr> <td>Leathes Prior</td> <td>201453</td> <td>26.03.2024</td> <td>£1,200.00</td> <td>Data Protection Advice</td> <td>LG Act 1972 s.111</td> <td>#19</td> </tr> <tr> <td>Blyth & Wright</td> <td>739143</td> <td>31.03.2024</td> <td>£15.72</td> <td>Maintenance Sundries</td> <td>LG Act 1972 s.111</td> <td>#20</td> </tr> <tr> <td>Oddfellows Hall</td> <td>INV127</td> <td>31.03.2024</td> <td>£20.00</td> <td>Hire of Hall for SCAP Unveiling</td> <td>LG Act 1972 s.111</td> <td>#21</td> </tr> <tr> <td>SLCC</td> <td>SD386-1</td> <td>21.12.2022</td> <td>£382.80</td> <td>Advert - Feb 2022</td> <td>LG Act 1972 s.111</td> <td>#22</td> </tr> <tr> <td>SLCC</td> <td>SD387-1</td> <td>21.12.2022</td> <td>£141.60</td> <td>Advert - Feb 2022</td> <td>LG Act 1972 s.111</td> <td>#23</td> </tr> <tr> <td>Fuzion Systems Ltd.</td> <td>1624</td> <td>01.04.2024</td> <td>£62.40</td> <td>CC Lift Phone & CCTV Line</td> <td>LG Act 1972 s.133</td> <td>#16</td> </tr> <tr> <td>Steve Simmons</td> <td></td> <td>29.03.2024</td> <td>£120.00</td> <td>TC & Bus Stop Cleaning</td> <td>LG Act (Misc Shelters Prov) Act 1953 s.4</td> <td>#24</td> </tr> <tr> <td>Working Law</td> <td>98911</td> <td>31.03.2024</td> <td>£2,000.00</td> <td>Professional Legal Fees</td> <td>LG Act 1972 s.112</td> <td>#26</td> </tr> <tr> <td>Matthew Codling</td> <td>INV-0987</td> <td>07.04.2024</td> <td>£1,036.25</td> <td>BHPG Green Management</td> <td>Open Spaces Act 1906 s. 9 & 10</td> <td>#27</td> </tr> <tr> <td>Norfolk Alarms</td> <td>21701</td> <td>06.04.2024</td> <td>£1,046.20</td> <td>Replace 5 Emergency Light Panels</td> <td>LG Act 1972 s.133</td> <td>#31</td> </tr> <tr> <td>Norfolk Alarms</td> <td>21702</td> <td>06.04.2024</td> <td>£118.09</td> <td>Replace Faulty Fire Alarm Sounder</td> <td>LG Act 1972 s.133</td> <td>#30</td> </tr> <tr> <td>East Coast Insulations</td> <td>21264</td> <td>08.02.2024</td> <td>£654.00</td> <td>Asbestos Survey on HRU & SAPG</td> <td>Open Spaces Act 1906 s. 9 & 10</td> <td>#34</td> </tr> <tr> <td>Hellesdon Parish Council</td> <td>2672</td> <td>31.01.2024</td> <td>£228.00</td> <td>M Tech Assistants Training 22.02.2024</td> <td>LG Act 1972 s.112</td> <td>#36</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£17,090.84</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	INVOICES							Company	Invoice No.	Date	Amount	Description	Power of Spend	Ref:	Karl Harper	868	14.03.2024	£250.00	Grave Digging	Sections 9&10 LG Act 1972 s.214	#10	A H Plumbing & Heating	3842	15.03.2024	£571.43	Burst Pipe & Replacement Stop Valve at Allot	Smallholdings & Allotments Act 1908 s.23	#9	Clearview Communications Ltd.	23900	16.03.2024	£675.00	Monthly Maintenance Contract	Crime & Disorder Act 1998 s.17	#8	Initial	60440856	15.03.2024	£683.40	Yearly Payment for Sanitary Bins at C Centre	LG Act 1972 s.133	#7	Jon Bott (Expenses - Fast Lane)		12.03.2024	£4.99	Fast Lane	LG Act 1972 s.133	#6	ALS Lawns & Fencing	1415	03.04.2024	£1,170.00	Verge Cutting	Open Spaces Act 1906 s. 9 & 10	#5	IT Norwich	INV-13852	31.03.2024	£344.35	Remote Support for March 2024	LG Act 1972 s.111	#11	Norfolk ALC	1597	06.04.2024	£1,191.89	Norfolk ALC Membership for 2024-2025	LG Act 1972 s.111	#12	First Class Business Solutions	262161	02.04.2024	£39.62	Photocopier Copies	LG Act 1972 s.111	#13	Norfolk Drain Services Ltd.	2288	26.03.2024	£594.00	CC Sinkhole Investigation	LG Act 1972 s.133	#14	IT Norwich	INV-13814	31.03.2024	£1,061.10	IT & Telephone Management Package	LG Act 1972 s.111	#15	Mackhouse	INV-0987	26.03.2024	£3,480.00	Beeston Regis/Sheringham Bridge	Open Spaces Act 1906 s. 9 & 10	#18	Leathes Prior	201453	26.03.2024	£1,200.00	Data Protection Advice	LG Act 1972 s.111	#19	Blyth & Wright	739143	31.03.2024	£15.72	Maintenance Sundries	LG Act 1972 s.111	#20	Oddfellows Hall	INV127	31.03.2024	£20.00	Hire of Hall for SCAP Unveiling	LG Act 1972 s.111	#21	SLCC	SD386-1	21.12.2022	£382.80	Advert - Feb 2022	LG Act 1972 s.111	#22	SLCC	SD387-1	21.12.2022	£141.60	Advert - Feb 2022	LG Act 1972 s.111	#23	Fuzion Systems Ltd.	1624	01.04.2024	£62.40	CC Lift Phone & CCTV Line	LG Act 1972 s.133	#16	Steve Simmons		29.03.2024	£120.00	TC & Bus Stop Cleaning	LG Act (Misc Shelters Prov) Act 1953 s.4	#24	Working Law	98911	31.03.2024	£2,000.00	Professional Legal Fees	LG Act 1972 s.112	#26	Matthew Codling	INV-0987	07.04.2024	£1,036.25	BHPG Green Management	Open Spaces Act 1906 s. 9 & 10	#27	Norfolk Alarms	21701	06.04.2024	£1,046.20	Replace 5 Emergency Light Panels	LG Act 1972 s.133	#31	Norfolk Alarms	21702	06.04.2024	£118.09	Replace Faulty Fire Alarm Sounder	LG Act 1972 s.133	#30	East Coast Insulations	21264	08.02.2024	£654.00	Asbestos Survey on HRU & SAPG	Open Spaces Act 1906 s. 9 & 10	#34	Hellesdon Parish Council	2672	31.01.2024	£228.00	M Tech Assistants Training 22.02.2024	LG Act 1972 s.112	#36				£17,090.84			
INVOICES																																																																																																																																																																																																					
Company	Invoice No.	Date	Amount	Description	Power of Spend	Ref:																																																																																																																																																																																															
Karl Harper	868	14.03.2024	£250.00	Grave Digging	Sections 9&10 LG Act 1972 s.214	#10																																																																																																																																																																																															
A H Plumbing & Heating	3842	15.03.2024	£571.43	Burst Pipe & Replacement Stop Valve at Allot	Smallholdings & Allotments Act 1908 s.23	#9																																																																																																																																																																																															
Clearview Communications Ltd.	23900	16.03.2024	£675.00	Monthly Maintenance Contract	Crime & Disorder Act 1998 s.17	#8																																																																																																																																																																																															
Initial	60440856	15.03.2024	£683.40	Yearly Payment for Sanitary Bins at C Centre	LG Act 1972 s.133	#7																																																																																																																																																																																															
Jon Bott (Expenses - Fast Lane)		12.03.2024	£4.99	Fast Lane	LG Act 1972 s.133	#6																																																																																																																																																																																															
ALS Lawns & Fencing	1415	03.04.2024	£1,170.00	Verge Cutting	Open Spaces Act 1906 s. 9 & 10	#5																																																																																																																																																																																															
IT Norwich	INV-13852	31.03.2024	£344.35	Remote Support for March 2024	LG Act 1972 s.111	#11																																																																																																																																																																																															
Norfolk ALC	1597	06.04.2024	£1,191.89	Norfolk ALC Membership for 2024-2025	LG Act 1972 s.111	#12																																																																																																																																																																																															
First Class Business Solutions	262161	02.04.2024	£39.62	Photocopier Copies	LG Act 1972 s.111	#13																																																																																																																																																																																															
Norfolk Drain Services Ltd.	2288	26.03.2024	£594.00	CC Sinkhole Investigation	LG Act 1972 s.133	#14																																																																																																																																																																																															
IT Norwich	INV-13814	31.03.2024	£1,061.10	IT & Telephone Management Package	LG Act 1972 s.111	#15																																																																																																																																																																																															
Mackhouse	INV-0987	26.03.2024	£3,480.00	Beeston Regis/Sheringham Bridge	Open Spaces Act 1906 s. 9 & 10	#18																																																																																																																																																																																															
Leathes Prior	201453	26.03.2024	£1,200.00	Data Protection Advice	LG Act 1972 s.111	#19																																																																																																																																																																																															
Blyth & Wright	739143	31.03.2024	£15.72	Maintenance Sundries	LG Act 1972 s.111	#20																																																																																																																																																																																															
Oddfellows Hall	INV127	31.03.2024	£20.00	Hire of Hall for SCAP Unveiling	LG Act 1972 s.111	#21																																																																																																																																																																																															
SLCC	SD386-1	21.12.2022	£382.80	Advert - Feb 2022	LG Act 1972 s.111	#22																																																																																																																																																																																															
SLCC	SD387-1	21.12.2022	£141.60	Advert - Feb 2022	LG Act 1972 s.111	#23																																																																																																																																																																																															
Fuzion Systems Ltd.	1624	01.04.2024	£62.40	CC Lift Phone & CCTV Line	LG Act 1972 s.133	#16																																																																																																																																																																																															
Steve Simmons		29.03.2024	£120.00	TC & Bus Stop Cleaning	LG Act (Misc Shelters Prov) Act 1953 s.4	#24																																																																																																																																																																																															
Working Law	98911	31.03.2024	£2,000.00	Professional Legal Fees	LG Act 1972 s.112	#26																																																																																																																																																																																															
Matthew Codling	INV-0987	07.04.2024	£1,036.25	BHPG Green Management	Open Spaces Act 1906 s. 9 & 10	#27																																																																																																																																																																																															
Norfolk Alarms	21701	06.04.2024	£1,046.20	Replace 5 Emergency Light Panels	LG Act 1972 s.133	#31																																																																																																																																																																																															
Norfolk Alarms	21702	06.04.2024	£118.09	Replace Faulty Fire Alarm Sounder	LG Act 1972 s.133	#30																																																																																																																																																																																															
East Coast Insulations	21264	08.02.2024	£654.00	Asbestos Survey on HRU & SAPG	Open Spaces Act 1906 s. 9 & 10	#34																																																																																																																																																																																															
Hellesdon Parish Council	2672	31.01.2024	£228.00	M Tech Assistants Training 22.02.2024	LG Act 1972 s.112	#36																																																																																																																																																																																															
			£17,090.84																																																																																																																																																																																																		

B - MOTION: Council to note the invoices approved for payment outside of meeting by the Clerk using delegated powers. (Clerk)

INVOICES APPROVED FOR PAYMENT BY THE CLERK OUTSIDE MEETING USING DELEGATED POWERS

Company	Invoice No.	Date	Amount	Description	Power of Spend	Ref
JLM Health & Safety	INV-906	19.12.2023	2047.50	H&S work re: Sports Pavilion	Open Spaces Act 1906 s. 9 & 10	#950
Norfolk Pension		22.03.2024	801.91	Pension	LG Act 1972 s.112	#972
HMRC		26.03.2024	5033.18	PAYE/NI	LG Act 1972 s.112	#958
		28.03.2024	£13,739.56	Staff Salaries	LG Act 1972 s.112	
Norfolk Pension		26.03.2024	£801.91	Pension	LG Act 1972 s.112	#956
			22,424.06			

C -MOTION: Council to note the debit & credit card payment listing. (Clerk)

Debit CARD PAYMENTS

Company	Invoice No.	Date	Amount	Description	Power of Spend	Ref
Naked Sprout	341835	12.03.2024	35.99	Toilet Rolls	LG Act 1972 S.133	#934
Tesco	SUIR-1WV6-203C-R7XQ	14.03.2024	7.98	Coffee, Sugar	LG Act 1972 S.111	#935
NALC	9189445059	18.03.2024	39.22	Climate Webinar	LG Act 1972 S.111	#941
NALC	9189433359	18.03.2024	39.22	Reconnecting Communities - Webinar	LG Act 1972 S.111	#940
Pukka Pads (Amazon)	INV-GB-1404262865-2024-22080	13.03.2024	11.33	Note Pads	LG Act 1972 S.111	#946
AKA Technologies (Amazon)	DOC-825307655-2024-10739	13.03.2024	4.03	Highlighters	LG Act 1972 S.111	#944
Screwfix	A17016860726	18.03.2024	249.99	Rechargeable Pressure Washer	Open Spaces 1906 S. 9& 10	#943
Amazon EU SARL UK Branch	GB41PYVG9AEUI	13.03.2024	9.92	Toilet Cleaner & Blutak	LG Act 1972 S.133	#945
			397.68			

D -MOTION: Council to note the current bank balances and investment position. (Clerk)

FINANCIAL POSITION - BANK BALANCES, INVESTMENTS & INTEREST

ACCOUNT/INVESTMENT	ALLOCATED TO	AMOUNT	INTEREST	TIMELINE	TOTAL
CURRENT ACCOUNT (PRECEPT & INCOME)		£16,311.53		As at 05.04.24	
CC, MEMORIALS ETC		£7,003.95		As at 05.04.24	
TOTAL					£23,315.48
BARCLAYS SAVINGS ACCOUNT	SURPLUS	£25,902.92		As at 05.04.24	
NSI INVESTMENT	SURPLUS	£125,000		On Asset Register	
NSI INTEREST	SURPLUS		£40,867	As at 05.04.24	
CCLA	SURPLUS	£200,000	£5,866.46	As at 05.04.2024 Total of Monthly interest payable APR 5%	
TOTAL					£397,636.38
BARCLAYS CAPITAL ACCOUNT	CAPITAL	£7,003.95		As at 04/03/24	
BARCLAYS TREASURY DEPOSIT	CAPITAL	£150,000	£1,775.18	As at 05.04.24 Monthly rolling Matures 18th each month - Total since 18.09.2023 (19.02.24 at 2.3%)	
CCLA	CAPITAL	£400,000		Transferred 2/2/24	
TOTAL					£558,779.13
COMMUNITY (SCAP & INVESTMENT INTEREST)	N/A	£10,050.56		SCAP £3976.26 INVESTMENT INTEREST £6074.30 as at 04/03/24	£6,074.30
					£981,829.03
				Defib came out of community account	

10. FUNDING REQUESTS

	<p>A - MOTION – Council to note the funding budget for 2024/25 is £10,000, there is currently £10,000 remaining (Clerk)</p> <p>B – MOTION – Council to review and consider a funding request for £2000 From Sheringham Little Theatre (Clerk)</p> <p>C - MOTION – Council to review and consider a funding request for £2000 From Sheringham in Bloom (Clerk)</p> <p>D - MOTION – Council to review and consider a funding request for £1524 From Playing for Cake (Clerk)</p>
11.	<p>OUTSIDE REPRESENTATIVES MEETING REPORTS</p> <p>A - MOTION: Council to receive and note the report from a Sheringham Carnival Association outside representative (PR)</p> <p>B - MOTION: Council to receive and note the report from an Experience Sheringham outside representative (PR)</p> <p>C - MOTION: Council to receive and note the report from a Sheringham Sports Association outside representative (CH)</p>
12.	<p>MAYOR & CLERKS REPORTS</p> <p>A – MOTION: Council to note and receive the Mayors Announcements (PR)</p> <p>B – MOTION: Council to receive the Clerks report (Clerk)</p>
13.	<p>CORRESPONDENCE</p> <p>MOTION: Council to note and agree correspondence received since the last meeting (Clerk)</p> <ul style="list-style-type: none"> • Bus Service improvements (Sanders) <p>Hi Sarah</p> <p>Just a quick update for the summer season on additional bus services in Sheringham.</p> <ol style="list-style-type: none"> 1. Now Running Service 15 group - Now serves Woodland Rise west and Common Lane linking to Tesco and the town centre – This is a new service funded by NCC, timetable attached. 2. From May 1st Coasthopper CH1 - New later journeys back from wells, last bus used to be 17.15 – Additional buses between Sheringham and Cromer evenings to provide access to Pier show Cinema and other attractions as well as allowing for visitors at the caravan parks to stay in Sheringham later in the evenings – timetable attached. 3. From June 2nd additional services Sheringham to Norwich, raising the current frequency – timetable nearing completion will send when sorted 100%. 4. 3 new double deck buses arriving June 1st to go on the Norwich routes, there will then be 8 vehicles under 3 years old on this route significantly enhancing the customer experience. 5. All Coasthopper vehicles are also under 3 years old. 6. With fares staying at only £2 maximum per single journey however far you travel, the opportunities to save money by travelling by bus is a real boost to families in these difficult financial times. <p>The UK Government is funding the £2 bus fare scheme until 31st Dec 2024 so for the whole of this year.</p>

	<p>Hope the above is useful for councillors to know that we are working to continually improve our bus services in your local area.</p> <p>Kind Regards.</p> <p>Charles</p> <ul style="list-style-type: none"> • SLCC, NALC & Norfolk ALC Bulletins • Various toilet queries at Leas • Visit East of England • Public Sector Executive newsletters • Local Gov Bulletins • ACAS Updates • Work • nest employment updates
14.	<p>THE GREAT COLLABORATION MOTION: Council to note and agree participation in “The Great Collaboration” East Anglia pilot project (Clerk)</p>
15.	<p>PLANNING APPLICATION - TO COMMENT ON THE FOLLOWING PLANNING APPLICATION (JD) MOTION: Application: RV/24/0671 Removal of Condition 3 of planning permission HR/83/0232 (New semi-detached dwelling) to allow the dwelling to be sold separately. Address: 1A Links Crescent, NR26 8HQ. Applicant: Mr & Mrs Gary Linder</p>
16.	<p>PROJECT OFFICER UPDATE MOTION: Council to note the contents of the Project Officer update and receive a verbal update on verges (PO)</p>
17.	<p>IT NORWICH BLOCK HOURS PROPOSAL MOTION: Council to consider and agree to move to a block hours solution with IT Norwich (Clerk)</p>
18.	<p>HEALTH & SAFETY MOTION: Council to receive a verbal report on the JLM Health and Safety proposal (PR)</p>
19.	<p>CEMETERY A - MOTION: Council to note the proposed increase in charges from the non-contracted supplier of Grave digging services received via email on 28.3.24 for implementation from 1.4.24 (PO)</p> <p>B - MOTION: Council to agree that a process will commence to identify suppliers of grave digging services, including other Town & Parish Councils and bring a proposal to the May Annual General meeting (PO)</p> <p>MOTION: Council to agree that should a burial be required before the Annual General meeting; the Clerk will agree the approach to be taken with the Chair of Assets and Chair of Council (Clerk)</p>

20.	<p>COMPLAINTS</p> <p>A -MOTION: Council to note feedback received from the public in relation to the Cemetery during the week of 25th – 28th March 2024 and the action taken. (PO)</p> <p>B - MOTION: Council agree that a complaint from a member of the public is addressed in accordance with the Sheringham Town Council Complaints Policy with the instigation of a Stage 1 investigation by Cllrs. Ratcliffe and Ashcroft (PR)</p>
21.	<p>ANNUAL PARISH MEETING</p> <p>A – MOTION: Council to receive an update from the Annual Parish Meeting Task and Finish Group (PR)</p> <p>B – MOTION: Council to note and agree the proposed process to manage attendees at the Annual Parish meeting in accordance with LGA 1972 requirements (Clerk)</p>
22.	<p>STAFF MATTERS</p> <p>MOTION: Council to note and agree the minutes of an employment extraordinary meeting held on 27.03.24 (SB)</p> <p>MOTION: Council to receive a verbal report from the Chair of the Employment Committee (SB)</p>
23.	<p>DATE OF NEXT MEETINGS –</p> <p>MOTION: Annual Parish Meeting Tuesday 30th April 2024 at 7pm, Annual General Meeting Tuesday 21st May at 7pm (all)</p>