

Notice of Meeting and Summons to attend – A meeting of the Parish Council will be held at 7.30 pm on Monday 14 November 2016 in the Hall for All, **Weston Longville** for the purpose of transacting the following business:

1	Chairman's welcome and to receive and consider apologies for absence.
2	To receive Members' Declarations of interests for meeting tonight and to update declaration of interest forms. Members must declare any personal interests in any items on the Agenda and state whether they also have a prejudicial interest. Members may speak and vote on a matter in which they have a personal interest, but must leave the room during discussion of a matter in which they have a prejudicial interest.
3	To approve and sign the Minutes of the Meeting held on 12 September 2016
4	To receive information on matters arising from the minutes not covered elsewhere on the agenda
5	To confirm the asset register.
6	Highways issues a) To receive an update (John Staveley) b) To consider tasks for the next Highway Rangers visit (Clerk) c) NDR and traffic calming in Weston: Progress Report (Ruth Goodall)
7	Village Hall and Play area a) Update (Ruth Goodall)
8	Greener Weston a) To receive an update
9	To consider Planning issues: a) Planning Applications/Enforcement 20161760 – Anglia Coldroom Maintenance, Station Road (small light industrial unit).
10	To receive outstanding correspondence and agree action/response (Clerk) - NNDR – Development Consent Order - Broadland Council - Greater Norwich Food Enterprise Zone

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11	Financial matters a) To receive the updated accounts for 2016/17 b) To agree payment of accounts: i) Clerk salary and expenses £458.99, tax £112.80), ii) Norse (grounds maintenance) £500.66 iii) Mazars (annual audit fee) £150
12	Any Other Business (for information only)
13	To confirm the date and venue of future meetings: Monday 13 February Monday 8 May Monday 10 July Monday 11 September Monday 13 November

Sonya Blythe
Clerk to the Council – November 2016