SUMMONS TO THE ANNUAL PARISH COUNCIL MEETING and PARISH COUNCIL MEETING

AT THE NEW VICTORY HALL

**Thursday 15th June 2023 at 7.30pm**

For the purpose of transacting the following business

Press and public are welcome to attend. At item 4 the public will be invited to give their views/questions to the Parish Council on issues on the agenda or raise issues for consideration of inclusion at a future meeting. This item is limited to 15 minutes.

# Apologies

To consider apologies for absence

# Declarations of Interest and Applications for Dispensation

Members are invited to declare a previously undisclosed interest relating to items on the agenda and to receive any applications for dispensations.

# minutes of the previous meeting

To confirm and agree the minutes of the Parish Council meeting held on 18th May 2023

# Public SPEAKING

The meeting will be adjourned for up to 15 minutes:

To receive reports from County and District Councillor & Cluster 12 Police Magazine update

To receive questions from members of the public relating to items on the agenda. Each speaker is allowed a maximum of 5 minutes.

# Matters Arising – TO RECEIVE UPDATES

1. Insurance Renewal
2. Parish Council Responsibilities – poster update
3. School green cutting responsibility
4. Memorial Bench Update
5. Policy Review
6. Risk Assessments
7. Update of defibrillator funding and running costs

# AGAR – Certificate of exemption

To approve the Certificate of Exemption for an external audit

# AGAR – Section 1 Annual Governance Statement

Clerk to read out statements from Section 1 of the AGAR for councillors to approve

# AGAR – Section 2 AccountiNG Statements

To approve Section 2 of the AGAR accounting statements

# Period of Electors rights

To agree a date for the period of Electors’ Rights

# Maintenance

|  |  |  |
| --- | --- | --- |
| LOCATION | ISSUE | PROGRESS |
| staithe | holes in ground causing trip hazard, TREE and rotting wood possible hazard | review at next risk assessment |
| Staithe | Gap between residents’ fence and end of path, wooden capping needs replacing | Consideration of possible solutions to remove the gap is needed. Quote to replace capping provided £500 (to be agreed) |
| Staithe | TAP IMPROVEMENT | The tap works but does not have a back up valve in case of failure. Plumber to visit |
| Allotment | Football games are damaging plot | barrier to be sourced & broken fence in situ to be removed |

# Planning

1. New Applications (North Norfolk District Council)

None

1. New Applications (Broads Authority)

None

1. Decisions and Appeals (North Norfolk District Council)

None

1. Decisions and Appeals (Broads Authority)

None

# Correspondence and Consultations

None

# Financial matters

1. Financial Update

**Main Account – Balance as at 11th June 2023 £3,978.39**

**Income**

08/06/2023 Staithe water £245.00

**Payments**

22/05/2023 L Bateman £383.62

24/05/2023 Country Style Recycling £9.00

24/05/2023 Country Style Recycling £12.00

25/05/2023 Anglian Water £38.00

01/06/2023 St Peter’s Church £250.00

06/06/2023 NPTS £108.00

08/06/2023 NALC £254.03

08/06/2023 ICO £40.00

**Saving Account – Balance as at 11th June 2023 £2,958.86**

**Income**

09/06/2023 Interest £1.88

1. To consider payment of the following:

L Bateman Salary April – June 2023 24 hours @ £14.48 £347.52

L Bateman Expenses (phone/allowance) £13.95

New Victory Hall Room Hire £19.00

Zurich Annual Insurance £476.88

Jo Raby Internal Auditor £65.00

# STAITHE

To discuss the response from the Broads Authority regarding their proposal for the installation of a drain to help with flooding issues

# OTHER matters

None

# NEXT MEETING OF THE PARISH COUNCIL

Thursday 20th July 2023 at 7.30pm at New Victory Hall, Neatishead

*Laura Bateman*

*Clerk to the Parish Council*

*11th June 2023*