

FELTHORPE PARISH COUNCIL – A SUMMONS

To all Members of the Council

The Annual Parish Council meeting of Felthorpe Parish Council will be held at Felthorpe Pavilion on Tuesday 16 May 2023

AGENDA

Prior to the meeting starting, Councillors will sign their Acceptance of Office forms.

- 1. To elect a Chairman for the forthcoming year**
- 2. Chairman's Welcome and to receive and consider apologies for absence**
- 3. To receive members' declarations of interests and consider requests for dispensations**
- 4. To elect the vice-Chairman for the forthcoming year**
- 5. To ratify the minutes of the meeting held on 4 April 2023**
- 6. To receive information on matters arising from the minutes not covered elsewhere on the agenda**
- 7. To receive reports from District and County Councillors**
- 8. To allow the public to raise matters** (15 minutes maximum, per standing order 1e)
- 9. To resolve to re-confirm the Power of General Competence**
- 10. To consider and confirm the following policies:-**
 - 10.1 Code of Conduct (updated)
 - 10.2 Standing Orders (updated)
 - 10.3 Financial Regulations
 - 10.4 Internal Controls (updated)
 - 10.5 Review of Effectiveness of Internal Audit (new)
- 11. To co-opt new Members**
- 12. To agree appointments to portfolio holder roles**
 - Traffic and Highways
 - Finance and Communications
 - Amenities and Assets
 - Recreation Ground
 - Planning
 - Data Protection
- 13. To note / agree actions for the following correspondence**
 - 13.1 To note Ben Bates will attend the next meeting of the Norwich Western Link consultation and to agree who will attend in future

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- 13.2 **To consider time sensitive correspondence received since publication of agenda**

- 14. To consider planning applications**
 - 14.1 2023/0881, Breezy Acre, 38 Bilney Lane – single storey side extension
 - 14.2 **To consider time sensitive applications received since publication of agenda**
 - 14.3 **To ratify planning responses sent since the last meeting**
None
- 14.4 **To note the Enforcement Update**

- 15. To consider the future management of the SAM2 cameras**

- 16. To consider financial matters**
 - 16.1 To agree to the following payments:
 - Clerks Salary and Expenses (April) - £215.10 (SO of £166.40 paid on 1 May), cheque for £48.70
 - Mr Sibley (grounds maintenance) £439
 - Clare Morton (internal audit) £25
 - A11 Maintenance (village sign installation) £1506
 - Norfolk PTS (Councillor training) £55
 - 16.2 To note payments made between meetings
 - Glasdon (benches, previously approved) £3959.40
 - Paul Fuller (bench and dog bin installation, previously approved) £850.00
 - 16.3 To note Income:
Precept £6241.50
CIL £782.58
 - 16.4 To receive the accounts and bank reconciliation to date for 23/24
 - 16.5 To receive the Internal Audit report
 - 16.6 To consider and agree the annual governance statement 2022/23
 - 16.7 To consider and agree the annual accounting statement 2022/23
 - 16.8 To agree the exemption from external audit certificate
 - 16.9 To note the date of elector rights to view the accounts

- 17. To receive updates on Councillor portfolios / Village Matters (items for information only)**

- 18. To receive items for the next agenda**

- 19. To confirm the date of the next meeting as Tuesday 6 June 2023**

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Signed.....*S Blythe*.....

Sonya Blythe

Clerk to the Council – 9 May 2023