

## **FELTHORPE PARISH COUNCIL – A SUMMONS**

**To all Members of the Council**

**You are summonsed to a meeting of Felthorpe Parish Council, to be held at Felthorpe Pavilion on Tuesday 6 February 2024 commencing at 8pm**

### **AGENDA**

- 1. Chairman's Welcome and to receive and consider apologies for absence**
- 2. To receive members' declarations of interests and consider requests for dispensations**
- 3. To ratify the minutes of the meeting held on 5 December 2023**
- 4. To receive information on matters arising from the minutes not covered elsewhere on the agenda**
- 5. To receive reports from District and County Councillors**
- 6. To allow the public to raise matters (15 minutes maximum, per standing order 1e)**
- 7. To note / agree actions for the following correspondence**
  - 7.1 Response from Hellesdon Parish Council re moving gateway signs**
  - 7.2 To consider time sensitive correspondence received since publication of agenda**
- 8. Planning Matters**
  - 8.1 To consider planning applications.**  
2024/0081, The Coach House Felthorpe Hall 81 The Street Felthorpe -  
Insertion of two conservation roof lights in listed building
  - 8.2 To consider time sensitive applications received since publication of agenda**
  - 8.3 To ratify planning responses sent since the last meeting**  
None
  - 8.4 To note the Enforcement Update**
- 9. To consider financial matters**
  - 9.1 To agree to the following payments:**
    - Clerks Salary and Expenses (December and January) - £443.57 (SO of £166.40 paid on 1 January and 1 February), BACS for £111.52
    - Mr Sibley (grounds maintenance) £73.52 (+ £275.50 approved December but not paid)
    - Inty DD (Microsoft 365) £40.08
    - Adept IT (laptop set up) £81.90
    - Diane Malley (payroll) £60

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- 9.2 To note income:
  - None
- 9.3 To receive the accounts and bank reconciliation to date
- 9.4 To agree which signatories will authorise payments on 7 February 2024
  - 9.4.1 To sign application to add Cllr Elsdon to Unity Trust bank account
- 9.5 To receive a quote for wheelie bin speeding stickers
- 10. To receive updates on Councillor portfolios / Village Matters (items for information only)**
- 11. To receive items for the next agenda**
- 12. To confirm the date of the next meeting as Tuesday 5 March 2024**

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

Sonya Blythe

Clerk to the Council, 14 January 2024