



NOTICE OF PARISH COUNCIL MEETING

Councillors are summoned, and public invited, to attend the
Ashmanhaugh Annual Parish Council Meeting in the Preston Rooms on:
Tuesday 3rd May 2022 at 7.00pm

AGENDA

1. **ELECTION OF CHAIR**
2. **ELECTION OF VICE CHAIR**
3. **ATTENDANCE:** To note those present and to consider apologies for absence.
4. **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:** Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests.
5. **MINUTES OF PREVIOUS MEETING** To confirm the accuracy of the minutes of the Parish Council meeting held on 1st March 2022.
6. **PUBLIC SPEAKING**
 - 6.1. To receive a report from County and District Councillor.
 - 6.2. To receive a crime report from Norfolk Police.
 - 6.3. To receive questions from the public relating to local issues. In line with the Parish Council Standing Orders, each speaker is allowed a maximum of 5 minutes. Maximum time allowed 15 minutes in total.
7. **MATTERS ARISING**
 - 7.1. To discuss correspondence received since the agenda was issued.
 - 7.2. To receive a report on any matter not covered on the agenda.
8. **CORRESPONDENCE** – to agree any responses/actions
 - 8.1. General correspondence
 - 8.2. Norfolk ALC Bulletins and updates
 - 8.3. Police newsletters
 - 8.4. North Norfolk Local Plan - Comment Published
 - 8.5. Good Grant Applications Get Good Results Seminar (May 5, 2022)
9. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
 - 9.1. To consider any planning applications received: None
 - 9.2. To receive planning decisions: None
 - 9.3. To update on Parish Partnership Schemes
 - 9.4. SAM2 - to receive data
10. **FINANCIAL & ADMINISTRATIVE MATTERS**
 - 10.1. To review this period's financial position and sign the bank reconciliation
 - 10.2. To authorise payments for:

Sarah Martin - salary Apr/May 22 (inc. expenses)	£472.34
HMRC PAYE payment	£ 97.00
Mrs C Moore (Internal Audit 2021/22)	£ 50.00
Norfolk Association of Local Councils (Annual Subscription 22/23)	£129.54
 - 10.3. To receive Internal Auditor's report 2021-22
 - 10.4. To approve the Certificate of Exemption 2021-22
 - 10.5. To approve the Annual Governance Statement in the 2021-22 Annual Return
 - 10.6. To approve the Statement of Accounts in the 2021-22 Annual Return
 - 10.7. Insurance renewal - to review quotes and agree
 - 10.8. To approve purchase of new laptop and agree disposal of old laptop from asset register
 - 10.9. To receive an update on The Queen's Platinum Jubilee Celebrations - 2-5 June 2022
11. **ITEMS FOR NEXT AGENDA** – Tuesday 5th July 2022 – Parish Council Meeting
12. To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed:
 - 12.1. Clerk's appraisal
 - 12.2. Clerk's salary

Sarah Martin

Clerk & RFO to the Parish Council

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