



## NOTICE OF PARISH COUNCIL MEETING

Councillors are summoned, and public invited, to attend the  
Ashmanhaugh Parish Council Meeting in the Preston Rooms on:  
Wednesday 17<sup>th</sup> May 2023 at 7.00pm

### AGENDA

1. **ELECTION OF CHAIR**
2. **ELECTION OF VICE CHAIR**
3. **ATTENDANCE:** To note those present and to approve 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. **To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant**
6. **MINUTES OF PREVIOUS MEETING** To confirm the accuracy of the minutes of the Parish Council meeting held on 6<sup>th</sup> April 2023.
7. **GENERAL POWER OF COMPETENCE** To reconfirm eligibility and to consider re-adopting the General Power of Competence
8. **TO CONSIDER CO-OPTION**
9. **PUBLIC SPEAKING**
  - 9.1. To receive a report from County and District Councillor
  - 9.2. 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
10. **MATTERS ARISING**
  - 10.1. To discuss correspondence received since the agenda was issued
  - 10.2. To receive a report on any matter not covered on the agenda
11. **CORRESPONDENCE** – to agree any responses/actions
  - 11.1. General correspondence
  - 11.2. Norfolk ALC Bulletins and updates
  - 11.3. Police updates
  - 11.4. The new Bridge magazine
  - 11.5. PositiviTea Wellbeing event 15<sup>th</sup> - 19<sup>th</sup> May
12. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
  - 12.1. SAM2 - to receive data
13. **FINANCIAL & ADMINISTRATIVE MATTERS**
  - 13.1. To review this period's financial position and sign the bank reconciliation
  - 13.2. To authorise payments for:

Sarah Martin - salary Apr/May 23 (inc. expenses)	£417.54
HMRC PAYE payment Apr/May 23	£ 85.00
Mrs C Moore (Internal Audit 2022/23)	£ 60.00
Norfolk Association of Local Councils (Annual Subscription 23/24)	£174.94
Community Heartbeat Trust (Defibrillator)	£ TBC

- 13.3. To receive Internal Auditor's report 2022-23
- 13.4. To approve the Certificate of Exemption 2022-23
- 13.5. To approve the Annual Governance Statement in the 2022-23 Annual Return
- 13.6. To approve the Statement of Accounts in the 2022-23 Annual Return
- 13.7. To consider and agree insurance renewal (1<sup>st</sup> June 2023)
- 13.8. To receive update on defibrillator project
- 13.9. To receive update on bank account
- 13.10. To consider Council training
- 13.11. Policies/Register for Review:
  - Freedom of Information Model Scheme
  - Planning Policy
  - Social Media Policy

**14. ITEMS FOR NEXT AGENDA – Tuesday 4<sup>th</sup> July 2023 - Parish Council Meeting**

*Sarah Martin*

Clerk & RFO to the Parish Council

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