

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 8th May 2024 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. **MINUTES OF PREVIOUS MEETING** To confirm the accuracy of the minutes of the Parish Council meeting held on 5th March 2024.
6. **GENERAL POWER OF COMPETENCE** To reconfirm eligibility and to consider re-adopting the General Power of Competence.
7. **PUBLIC SPEAKING**
 - 7.1. To receive a report from County and District Councillor
 - 7.2. 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
 - 7.3. To receive a report on any matter not covered on the agenda
8. **CORRESPONDENCE** – to agree any responses/actions
 - General correspondence
 - Norfolk ALC Bulletins and updates
 - New Police Priorities for the Stalham SNT area
 - The Local Plan for the Broads – Preferred Options Consultation (closing 4pm on 17 May 2024)
 - NNDC Planning Roadshow - up-skilling events - New dates and Venues (Wednesday 22 May 2024, The Community Centre, New Road, North Walsham 6.00pm)
9. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
 - 9.1. To consider any planning applications received: None
 - 9.2. To note the following NNDC planning decisions:
NMA/24/0122 - Park Farm Cottages, School Road, Ashmanhaugh, Norfolk – Non-material amendment of planning permission PF/23/0243 - (Demolition of two fire damaged dwellings and erection of two replacement dwellings) to allow - revising the parking arrangement from the approved permission to the current in place parking arrangement on site
NNDC Decision - APPROVE
 - 9.3. SAM2 - to receive data
 - 9.4. To receive report from Police Priorities meeting held on 9th April 2024
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 24 (inc. expenses)	£ 427.50
HMRC PAYE payment Apr/May 24	£ 105.40
Norfolk ALC subscription 2024/25	£ 180.88
Norfolk ALC website hosting 2024/25	£ 70.00

	Mrs C Moore (Internal Audit 2023/24)	£ 100.00
	Ashmanhaugh Parochial Church Council	£ 100.00
	Preston Rooms (Room hire 2023/24)	£ 156.00
	Norfolk County Council PP scheme (gateways)	£ 467.00
10.3.	To note ICO renewal (paid Direct debit)	£ 35.00
10.4.	To note receipt of 1 st instalment precept 2024/25	£2260.00
10.5.	To receive Internal Auditor's report 2023-24	
10.6.	To approve the Certificate of Exemption 2023-24	
10.7.	To approve the Annual Governance Statement in the 2023-24 Annual Return	
10.8.	To approve the Statement of Accounts in the 2023-24 Annual Return	
10.9.	To consider and agree insurance renewal (1 st June 2024)	
10.10.	To consider .gov.uk domain and email addresses	
10.11.	To review and agree the following policies:	
	Information Audit	
	Retention and Disposal Policy	
	Document Retention (Appendix A)	

11. ITEMS FOR NEXT AGENDA – Tuesday 2nd July 2024 – Parish Council Meeting

Sarah Martin – Clerk & RFO to the Parish Council

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