SUMMONS TO COUNCILLORS

INVITATION TO OTHER INTERESTED PERSONS TO ATTEND

Notice is hereby given that the **Annual Parish Council** **meeting** is to be held on

9th May 2022 at 7pm at **Tyrells Restaurant**

**AGENDA**

|  |  |  |
| --- | --- | --- |
|  | Chairperson open the meeting, and ask if anyone wishes to record the meeting, and if so to remind those present of the appropriate guidelines |  |
| 1 | Election of chairperson |  |
| 2 | Election of deputy chairperson |  |
| 3 | Apologies for absence |  |
| 4 | Declarations of interest |  |
| 5 | To resolve that the minutes of the Council meeting held on 15th November are a correct record | A |
| 6 | Public participation – members of the public are invited to make representations, ask questions, or give evidence to the meeting in respect of items on the agenda. In accordance with standing order 3 (parts 5-7) this item shall be limited to 20 minutes unless directed by the chair of the meeting. |  |
| 7 | To receive updates of previous meetings,   1. *speed limit extension,* 2. *SAM2* 3. *speed watch* 4. *amenity land* 5. *meeting with NCC highways.* |  |
| 8 | Update on meeting with MSV - Cllr Goldsmith |  |
| 9 | Update on meeting re Biomass – Cllr Romero |  |
| 10 | To confirm insurance for year commencing 1st June 2022 | B |
| 11 | Finance   1. To agree Annual account 2. To agree payments 3. Clerk salary March/April £347.48 4. Clerk mileage (3 meetings) £57.57 5. Stationary & postage £17.42   **£422.47**   1. Gallagher annual insurance **£355.57** | C |
| 12 | Planning Reference 3PL/2022/0426/HOU  Proposal Proposed Family Annex & New Site Access.  Location Homestead Wash Lane Snetterton Norfolk NR16 2TU  Decision By 31-05-22 | D |
| 13 | Correspondence |  |
| 14 | Adoption of the councils’ standing orders | E |
| 15 | To agree the councils schedule of meeting dates 2022/23 | F |

*2nd May 2022*

MINUTES OF THE MEETING HELD ON 28th March 2022

At Tyrells restaurant.

Present Cllr Goldsmith (chair), Cllr Skinner, Cllr Romero.

Also present, 6 members of the public.

|  |  |
| --- | --- |
| 12/22 | Apologies for absence – none |
| 13/22 | Declarations of interest – none |
| 14/22 | On the proposal of Cllr Goldsmith and seconded by Cllr Romero it was resolved to approve the minutes of the meeting of the council held on 17th January 2022 were a correct record. |
| 15/22 | Updates on matters from previous meetings –   * Highways – Cllr Romero has been in talks with NCC highways dept, and reported that repair work was due to start shortly. A site meeting / consultation was to be scheduled for 19/4/22 at 4.30pm meeting at the bus shelter. * SAM2 – The clerk explained the situation regarding the parish partnership scheme, and will research the effectiveness of these with regard to speed reduction, and funding sources then report back in May. * Speed limit – NCC highways will be asked to extend the current speed limit to include South end. * Speed watch – further investigation into this is needed before calling for volunteers. |
| 16/22 | Public participation –   * Alternative methods of communicating with residents were discussed. * Amenity land at North end – the clerk will ask if this can be leased from BDC. * Funding and site for a defibrillator are to be investigated and reported to a future meeting. * Resident email list to be updated. |
| 17/22 | Cllr Marita Walsh was unanimously co-opted onto the Council. Cllr Goldsmith proposed Cllr Skinner seconded. |
| 18/22 | The budget for 2022/2023 was agreed unanimously Cllr Goldsmith proposed Cllr Skinner seconded. |
| 018/22 | Planning – no objections were raised. |
| 19/22 | Finance – the expenditure detailed in the agenda was unanimously agreed Cllr Goldsmith proposed Cllr Skinner seconded. |
| 20/22 | Correspondence – none received |
| 21/22 | Asset register was agreed Cllr Goldsmith proposed Cllr Skinner seconded. |
| 22/22 | Risk assessment was agreed. Cllr Goldsmith proposed Cllr Skinner seconded. |
| 23/22 | Appointment of Carol Baily as the internal auditor was agreed proposed Cllr Skinner seconded Cllr Goldsmith |
| 24/22 | Council’s financial regulations were adopted Cllr Goldsmith proposed Cllr Skinner seconded. |
| 25/22 | The anticipated exemption from external audit was noted |
| 26/22 | The annual parish meeting is to be held on 9th May at Tyrells 6.00pm speakers from County broadband & World horse welfare will be invited |
| 27/22 | The annual meeting of the council will be held on 9th May at Tyrells from 7.30pm |
| 28/22 | No District of County Councillors were present |

The meeting closed at 7.47pm

Signed Date

Cllr L Goldsmith (chair)

**Accounts of Snetterton Parish Council**

**Year 1 April 2021 - 31 March 2022**

**2020/21 *2021/22***

**Receipts £ *£***

Precept 3,500.00 *3,500.00*

Grants - -

Other (UK power) - *5.75*

VAT refund 382.04 -

**Total Receipt 3,882.04 *3,505.75***

**Payments**

Clerk’s salary 2912.33 *2555.05*

Clerk’s Mileage Allowance 36.25 -

Training costs (Councillor £50, Clerk £25) 190.80 *80.00*

Insurance 332.54 *341.02*

Subscriptions 256.46 *97.17*

Section 137 (East Anglian Air Ambulance) - -

Hire of meeting venue - *45.00*

Audit & Election costs 80.00 *120.00*

Postage & Telephone 24.26 -

Stationery 1.69 -

VAT *24.00*

Website 39.00 *70.00*

Other 62.50 -

**Total Payment 3,935.83 *3252.64***

**Balance brought down** 2,629.48 *2575.69*

Plus Total Receipts 3882.04 *3505.75*

6,511.52 *6081.44*

Less Total Payments 3,935.83 *3252.64*

**Balance Carried Forward** **2,575.69 *2,828.80***

I certify that this statement of Receipts and Payments presents fairly the financial position of the Council for the year ending 31 March 2022.

……………………………….

Tony Holden

Clerk & Responsible Financial Officer

1 May 2022

Approval by Snetterton Parish Council on 9 May 2022 confirmed:

……………………………….

Lesley Goldsmith, Chairman