

CLENCHWARTON PARISH COUNCIL
CHURCH FARMHOUSE
EAST WALTON ROAD
GAYTON
NORFOLK
PE32 1PH

Tel: 01553 636499 Email: sbcouncil21@gmail.com

Chair: Cllr Kevin Pell

Clerk: Mrs Sarah Bristow

**SUMMONS TO ATTEND THE ANNUAL PARISH COUNCIL MEETING OF THE
CLENCHWARTON PARISH COUNCIL
MEMBERS OF THE PUBLIC ARE WELCOME**

12 May 2023

Dear Councillor

You are summoned to the Annual Parish Council Meeting of Clenchwarton Parish Council to be held on Thursday 18 May 2023 at 7.00pm for the purpose of transacting the following business. This meeting will take place in the Memorial Hall

Yours sincerely



Sarah Bristow (Mrs)

Locum ParishClerk/RFO

We will start the meeting with one minute silence for the Late Cllr David Whitby.

- 1. To Elect a Chair for the coming year.**
- 2. To Elect a Vice Chair for the coming year.**
- 3. To receive signed Declaration of Office from Chair and Vice Chair.**
- 4. To Consider apologies for absence**
- 5. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the

Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

- 6. To Confirm requirements and adopt the General Power of Competence.**
- 7. Appointment of Parish Council representatives to serve on the following Committees/Organisations:**
 - 7.1 Memorial Hall Rep
- 8. To Review Standing Orders**
- 9. To Review Financial Regulations**
- 10. To review Code of Conduct.**
- 11. Parish Council Annual Accounts 2022/23**
- 12. Date, Time, Place of next Annual Parish Council Meeting.**
- 13. Public Participation (10 mins). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda, and other points, before the Council makes decisions.**
- 14. To accept reports from:**
 - 14.1 County Council.**
 - 14.2 Borough Council.**
- 15 To approve the minutes of the Council meeting of 23 March 2023**
 - 15.1 To consider and approve the minutes.**
 - 15.2 To consider any matters arising from the minutes**
- 16 To approve the minutes of the Council meeting of 6 April 2023**
 - 16.1 To consider and approve the minutes.**
 - 16.2 To consider any matters arising from the minutes**
- 17 Finance**
 - a) Monthly Accounts for Payment**
 - b) Money received**
 - c) Bank Rec for 2023**
 - d) Invoicing**
 - e) VAT**
 - f) Insurance**

18. Village Matters

- 18.1 Pavilion Roof
- 18.2 Dyke Issues – Football Field
- 18.3 Update on making the Tractor roadworthy.
- 18.4 Update on the purchase of a Trailer for the Tractor

19 Planning Applications and Determinations:

In order to reduce the number of extra ordinary meetings called, any applications which have been received by the Parish Council since the publication of the agenda and the actual meeting, will be considered at said meeting, unless the Parish Council decide otherwise. All Applications will be listed with a decision on the minutes of the next meeting.

Applications:

23/00668/F Application for VARIATION OF CONDITION 3 AND 4 OF PLANNING CONSENT 22/01711/F - Demolition of existing west projection of property and rebuild with new construction on the same footprint. East View Farm 20 Church Road Clenchwarton

Determinations:

None

20. Governance:

- 20.1 Training

21. Parish Poll

- 21.1 To receive update.

22 Highways

- 22.1 To Note latest developments from NCC Highways.

23. Correspondence: (see associated papers) To review and consider any action necessary

None received at time of publication.

Any correspondence that needs action which arrives after the published agenda will be added if cannot wait until the next meeting.

24. Items For Next Agenda

25. Date, and Place of next meeting.

Parish Council Meeting Thursday 1 or 8 June 2023 at 7.00pm at Memorial Hall.

EXCLUSION OF THE PRESS AND PUBLIC

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

26 Personnel issues

26.1 Clerk/RFO

26.2 Locum Clerk/RFO

26.3 Groundmen