

WOOD DALLING PARISH COUNCIL

Melanie Eversfield: Clerk to the Parish Council, 18 Kings Road, Coltishall, Norfolk NR12 7DX
07731413312 wooddallingpc@yahoo.co.uk

**An Extraordinary Meeting of the Council will be held on Tuesday 21st June 2022 at 7.30pm,
in the Village Hall, Wood Dalling.
The public and press are welcome to attend.**

AGENDA FOR THE PARISH COUNCIL MEETING

1. Chair's welcome and apologies for absence.
2. Declarations of Interest.
3. To sign as a correct record the minutes of the meeting held on 3rd May 2022.
4. Matters arising from the meetings.
5. Members of the public register desire to speak.
6. An update on the Town House, and to agree any payments necessary.
7. Finance & Payments.
 - i. To confirm that Wood Dalling Parish Council can declare itself exempt from External Audit.
 - ii. To receive and consider the Internal Auditors report.
 - iii. To approve the Annual Governance Statement for 2021/2022
 - iv. To approve the Annual Accounting Statement for 2021/2022
 - v. To consider renewal of Town House insurance with CIA Insurance Services at a cost of £310.11.
 - vi. To approve the following payments, and sign cheques –

(a) M Eversfield – June Salary & Expenses	£152.90
(b) Heat Norfolk – Town House Boiler Service	£142.92
(c) Matt Packman Property Maintenance – Grass Cutting May	£305.00
(d) Cheverton Printers -May/June Newsletter	£47.00
(e) Matt Packman Property Maintenance – Grass Cutting June	£305.00
(f) Mrs Jo Boxall – Internal Audit	£50.00
8. Matters for further discussion.
9. To close the meeting

Signed: Melanie Eversfield, Clerk
Dated: 17th June 2022

Please can all attendees wear a face covering whilst moving around the building, and if possible, carry out a Lateral Flow test prior to the meeting.