

# WOOD DALLING PARISH COUNCIL

## Annual Parish Council Meeting

I give notice of a meeting and summon members to attend

The meeting will be held at

Wood Dalling Village Hall on **Tuesday 7 May 2024, 7.30pm**

**Members of the public are welcome to attend**

*L Trabucco*

30<sup>th</sup> April 2024

### Agenda

- 1 To elect the Chairman for the ensuing year
- 2 To elect a Vice-Chair for the ensuing year
- 3 To consider apologies for absence
- 4 To receive declaration of interest for items on the agenda and to consider any request for dispensations
- 5 To confirm the minutes of the meeting held on Tuesday 5 March 2024
- 6 Public Open Forum
- 7 To confirm eligibility and to consider adopting the General Power of Competence
- 8 To elect representatives for:
  - a Biodiversity
  - b Grass cutting
  - c Litter pick
  - d Town House
  - e Councillor responsible for the quarterly inspection of the Parish Council accounts
- 9 To agree to the annual publishing of Councillor's contact details in Contact
- 10 To receive Committee reports and recommendations
  - i Village Hall
  - ii Newsletter
  - iii Church
  - iv Norfolk County Councillor & Broadland District Councillor
- 11 Planning
  - a To consider a response to planning application
  - b To receive a report on plans refused/accepted by Broadland District Council
- 12 Matter Arising from Minutes

To hear an update and to consider any necessary action with regard to the following:

  - a Noticeboard
  - b Village Sign
  - c Town House
  - d Highways issues/potholes/hedge cutting/verge cutting
    - i Church Lane

- e Windfarm projects (if any)

### 13 Periodic Items

- a To consider to adopt the Co-option Policy
- b To consider to adopt the Model Biodiversity Policy

### 14 New Items

- a To consider joining Norfolk Parish Training and Services for a cost of £55.00 membership
- b To consider applying for £100 funding grant available from Norfolk ALC for new .gov.uk domain and email address service for Councillors and Clerk

### 15 Finance

- a To consider the Internal Auditors report for year ending 31 March 2024
- b To agree the accounts for year ending 31 March 2024
- c To consider whether to exempt from an external audit and if so to authorise the Clerk and Chairman to sign the form
- d To consider the assertions on, and complete, the Annual Governance Statement 2023/24 and to authorise the Clerk and Chairman to sign
- e To consider and approve the Accounting Statements 2023/24 and to authorise the Chairman to sign

- f To note the notice of period for the exercise of public rights

- g To note the following payments made since the last meeting:

i	Mrs L Trabucco	March Salary/Expenses	£187.78
ii	Matt Packman	Grass cut no. 1 on 20.03.24	£365.00
iii	HMRC	PAYE month 10,11 and 12	£196.00
iv	Cheverton Printers	Newsletter for March/April '24	£ 50.00
v	C Moore	Internal Audit-year ending 23/24	£100.00
vi	Mrs L Trabucco	April Salary/Expenses	£257.68
vii	Norfolk ALC	Annual sub./membership	£117.63
viii	Norfolk ALC	Website hosting fee	£ 70.00
ix	Matt Packman	Grass cut no. 2 on 12.04.24	£365.00
x	T J Nixon	Notice board work/repairs	£300.00

- h To consider payments for the following:

i.	Lycamobile	Mobile sim only March	£ 4.90
ii.	Lycamobile	Mobile sim only April	£ 4.90

- i To note the following payments received since the last meeting:

i.	Broadland DC	CIL payment	£3,337.13
ii.	Broadland DC	Precept for 2024/25	£1,888.00

### 16 To consider correspondence received

Email	Community Hornsea3	Community Liaison Officer to attend Parish Council Meetings	For information
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Email	Norfolk County Council	Norwich City Council Adoption of the Greater Norwich Local Plan	For information
Email	South Norfolk and Broadland District Council	Broadland District Council Community Awards 2024 will be opening in May	For information
Email	Transport for East	Launch of Rural Connections: Regional Strategy Hub's rural mobility report	For information
Email	South Norfolk and Broadland District Council	Play Streets Grant Now Open – residents who wish to implement a Play Street	For information
Email	Norfolk County Council	Norwich Western Link Project update	For information
Email	Broadland Tree Warden	Broadsheet magazine	For information

17 General Parish Issues (for information only)

18 To consider and to confirm the date of the next Parish Council meeting as Tuesday 25<sup>th</sup> June 2024 at 7.30pm