

Gressenhall Parish Council

I hereby give you notice that the **Annual Meeting** of the above-named Parish council will be held in the Reading Room on **Wednesday 10th May 2023** at 7:00pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

AGENDA

1. **Elections**

- a. To elect the Chairman
 - b. The newly elected Chairman to sign the Declaration of Acceptance of Office.
 - c. To elect the Vice-Chairman.
 - d. Parish Council Vacancy Co-option
 - d. To confirm eligibility to operate under General Power of Competence
2. To receive and accept apologies for absence.
 3. To receive declarations of interest on items of the agenda and any requests for dispensation.
 4. To approve and sign the minutes of the meeting held on Tuesday 4th April 2023.
 5. To report progress on items not on the agenda from the last meeting (information only).
 6. Open forum for Public Participation: an opportunity to hear from members of the public.
 7. Reporting of any Highways Matters including:
 - Pot holes
 8. Update on Affordable Housing scheme
 9. Update on the Gressenhall Community Car Scheme
 10. To provide an update on Barclays
 11. Update on the play field funding project
 13. To discuss the latest Issues and Options consultation documents
 14. To discuss new Councillor training requirements
 15. To confirm the annual insurance renewal
 16. To note charity contacts requesting assistance
 17. To discuss the speed bumps at Common Drift
 18. To discuss planning matters:
 - 107 Bittering Street - Proposal to convert an existing brick built stable/barn behind main dwelling within curtilage into a cattery. Application referred to Planning Committee.
 - 93 Bittering Street - Extensions To Front & Rear To Include Raising Of Roof With Loft Conversion. Detached Cart & Lodge Store including extending existing driveway to access new cart lodge
 - Land north of 109 Bittering Street - Proposed Affordable Housing Development for 10no. dwellings, creation of new vehicular access and off-site footway
 - 100 Bittering Street – Amendment - front garage amended and re-located to side of dwelling & new access proposed
 - Land North of G T Bunning & Sons Limited - Change of use of land for proposed carpark extension for use by GT Bunning & Sons Ltd
 19. Report from County Councillor
 20. Report from District Councillors
 21. **Financial Matters**
 - a. To approve the 2022-23 Annual Governance and Accountability Return
 - b. To approve 2022-23 the Income and Expenditure accounts
 - c. To approve and sign the Certificate of Exemption from external audit
 - d. To confirm payments for April: Clerk salary and expenses - £367.00, HMR&C - £77.00, Gressenhall

Community Car scheme - £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc, Reading Room - £16.00, Norfolk County Council - £1,441.16, Zurich Insurance - £473.66, TTSR Limited - £1,677.20, Severn C Products Limited - £751.20.

22. Reports from councillors (for information only)
23. Correspondence (for information only)
24. To confirm the date of the next Meeting of the Parish on Tuesday 6th June at 7:00pm.

Signed: Leanne Jarrett

Dated: 2nd May 2023

Parish Clerk: Mrs. L Jarrett, 5 East View Crescent, Whissonsett, Dereham, Norfolk, NR20 5TD Tel: 01328 701007
Email: gressenhallpc@gmail.com