

# sGressenhall 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 Tuesday 7<sup>th</sup> May 2024 following the Annual Parish Meeting. 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. 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 2<sup>nd</sup> April 2024.
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.
6. Reporting of any Highways Matters including:
  - Pot holes
7. Update on Affordable Housing scheme
8. Update on the Gressenhall Community Car Scheme
9. Update on the play field funding project
10. Update on the Elmham GP Surgery
11. To provide update relating to power outages and consider next step for The Drift/Playing Field Working Group
12. To confirm insurance premium renewal (fixed rate until 2025)
13. To confirm date of clerk's annual appraisal
14. To consider back up for defibrillator check if clerk is away
15. To discuss planning matters:
16. Report from County Councillor
17. Report from District Councillor
18. **Financial Matters**
  - a. To approve the 2023-24 Annual Governance and Accountability Return
  - b. To approve the 2023-24 Payments and Receipts accounts and bank reconciliation
  - c. To receive the internal audit report
  - d. To approve and sign the Certificate of Exemption from external audit
  - e. To confirm payments for April: Clerk salary and expenses - £353.78, HMR&C - £81.80, Gressenhall Community Car scheme - £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc, Reading Room - £8.00, Robin Gorham - £50.00, Zurich Municipal - £511.26, TTSR Limited - £897.43, NGF Play Limited - £444.00
  - f. To receive income for April: Breckland Recycling Credit - £222.77, Breckland Council (GCCS) - £1,500.
19. Reports from councillors (for information only)
20. Correspondence (for information only)
21. To confirm the date of the next Meeting of the Parish Council – Tuesday 4<sup>th</sup> June 2024 at 7:00pm.

Signed: Leanne Jarrett

Dated: 29<sup>th</sup> April 2024

Parish Clerk: Mrs. L Jarrett, 5 East View Crescent, Whissonsett, Norfolk, NR20 5TD Tel: 01328 701007