

## **Meeting Notice and Agenda** (published 24<sup>th</sup> May 2022)

The Annual Meeting of Emneth Parish Council

Tuesday 31<sup>st</sup> May 2022 at 6.30pm at Emneth Central Hall

All councillors are summoned to attend the next meeting of the parish council

This is an open meeting and the press and public are both welcome

There is an Open Forum for public participation at every meeting when members of the public are invited to address Council Members relating to council matters. The press and public are not permitted to take part in the debates during the meeting.

*Kate Bennett* - 24<sup>th</sup> May 2022

### **AGENDA**

1. Welcome
2. To receive nominations for and elect a Chairman for 2022 / 2023
3. Chairman to sign a declaration of acceptance of office and code of conduct form
4. To receive nominations for and elect a Vice-Chairman for 2022/ 2023
5. To receive and approve apologies for absence
6. Members Code of Conduct: Members are reminded of the need to consider their Register of Interests information and update with the Clerk, if necessary
7. To declare any pecuniary interests in any items on the agenda and consider any written requests for dispensations<sup>1</sup>
8. Open Forum for public participation (fifteen minutes only)
9. To approve the Minutes of the last meeting held on 28<sup>th</sup> April 2022
10. Clerk to provide an update on any matters not on this month's agenda
11. To consider and approve the 2021 / 2022 Statement of Receipts & Payments
12. To consider and complete Section 1 of the Annual Governance and Accountability Return 2021 / 2022
13. To approve Section 2 of the Annual Governance and Accountability Return 2021 / 2022: Accounting Statements
14. To appoint representatives on the following Working Party Groups: a) Finance, b) Cemetery and c) Former canal towpath
15. To appoint representatives on outside bodies: a) Emneth Central Hall Management Committee, b) the Playing Field Committee and c) Police
16. Finance
  - a) To consider and approve the annual parish council insurance renewal 2022 / 2023
  - b) To approve all payments since last meeting

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<sup>1</sup> A dispensation form should be requested from the Clerk before the meeting dates to be considered by Full Council prior to the start of the next meeting

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- c) To resolve to approve expenditure of £1,200.00 for general maintenance works in the churchyard
- d) To note income since last meeting
- 17. Parish Matters
  - a) To appoint a Line Manager for the Litter Picker role
  - b) To discuss the Upwell to Wisbech tram memento for Birds Corner
  - c) To note a grant of £200.00 has been received to buy and plant a tree to commemorate the Platinum Jubilee
  - d) To note the replacement bus shelter along the A1101 opposite Elmfield Drive is now in situ
  - e) To note the condition of the bus stop at The Peel Centre, Elm High Road\
- 18. To consider Planning Applications and Decisions since last meeting
- 19. Cemetery issues
  - a) Clerk to provide an update on works to T10 & G4 in the churchyard
- 20. Agricultural Allotment issues
- 21. Correspondence
- 22. Playing Field issues
  - a) To further discuss the provision of a further set of goal posts
- 23. To report any Norfolk County Council highways issues
- 24. To receive a report from the Borough Council
- 25. To receive a report from the County Council
- 26. To note any Police matters since last meeting
- 27. Items for the next agenda
- 28. To consider excluding the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed (if necessary)
- 29. To note the date of the next parish council meeting: Tuesday 28th June 2022 at 6.30pm at Central Hall