



Newton Flotman Parish Council Meeting

I hereby give notice of a meeting of Newton Flotman Parish Council and summon members to attend.

The meeting will be held on **Tuesday 31 May 2022,**

Newton Flotman Village Centre at 7.30pm

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Julie King

Clerk to the Parish Council

26 May 2022

Agenda

1. To elect the Chairman for the ensuing year – Chairman to sign Declaration of Acceptance of Office
2. To elect a Vice-chairman for the ensuing year
3. To consider approving apologies for absence
4. To receive declarations of interest for items on the agenda and to consider any requests for dispensations
5. To approve and confirm minutes of the last full council meeting on 12 May 2022
6. To consider the co-option of a councilor
7. Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
8. To review the delegation arrangements to the Clerk
9. To nominate a Councillor to review the cash book, payments and receipts and bank reconciliation for the forthcoming year
10. To appoint the members of the Data Protection Committee and to agree a meeting date in June or consider discontinuing the Committee and making the full council responsible for reviewing documents relating to Data Protection
11. To review any correspondence received (that is not already on the agenda) – **for information only**
12. Councillor updates (to hear reports from Councillors on any parish activity they've undertaken since the last meeting, and which is not on the agenda) – **for information only**
13. Regular Items – to receive any updates and to agree any necessary action in relation to:
 - a. Highway Issues
 - b. Newton Flotman Village Centre & Alan King Playing Field
 - c. Church activities
 - d. Patient Participation Group
 - e. Development
 - i. To receive an update on the Village Cluster consultation, if any
 - ii. To receive an update on the application for 31 houses off Alan Avenue, if any
14. Matters Arising from Previous Minutes
 - a. To receive an update with regard to the Flordon Road/A140 junction
 - b. To receive an update on working with South Norfolk Council to improve access to Smockmill Common, if any

- c. To further consider road safety on Flordon Road including the use of road markings
 - d. To hear an update on the youth club
 - e. To hear an update on the skate park project
 - f. To hear an update on the plaque for the 'Platinum Jubilee' tree
 - g. To hear an update on plans for the Platinum Jubilee celebrations
 - h. To hear an update on the repair and maintenance of the play equipment
 - i. To hear an update on ditches and drainage in the parish
15. New Items
- a. To consider arrangements for the new clerk including:
 - i. The establishment of a virtual telephone number for the parish council
 - ii. Arrangements for a printer
 - b. To consider the frequency of meetings and an alternative date for the July meeting
 - c. To consider nominating a councillor to post notices on the noticeboard
16. Periodic Items
- a. To consider bronze subscription renew with Community Action Norfolk - £20
 - b. To consider the insurance renewal
 - c. To review the council's Standing Orders
 - d. To consider an inspection of trees on Kings Green
17. Consultations
- a. To consider a response to [National Grid's East Anglia Green Energy Enablement \(GREEN\) Consultation](#)
18. Finance
- a. To consider the Internal Auditor's report for year ending 31 March 2022
 - b. To agree the accounts for year ending 31 March 2022
 - 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 2021/22 and to authorise the Clerk and Chairman to sign
 - e. To consider and approve the Accounting Statements 2021/22 and to authorise the Chairman to sign.
 - f. To note receipts and payments made since the last meeting
 - g. To consider donation requests
 - h. To agree invoices for payment
19. Planning
- a. To hear an update, if any, on the Long Stratton applications 2018/0111 & 2018/0112
 - b. To review planning meeting decisions since the last full Parish Council meeting
 - c. To hear a report on plans accepted/refused by South Norfolk Council
 - d. To hear an update on any planning appeals or planning enforcements
20. To receive items for the next agenda
21. To note the date of the next meeting – tbc
22. To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed
23. To consider paying the clerk for hours worked in addition to contractual