

# Rockland St Mary with Hellington Parish Council

Charlotte Rust, Parish Clerk

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**Date:** Wednesday 10<sup>th</sup> May 2023

**Time:** 7.30pm

**Place:** Parish Room, Rockland St Mary

Councillors are hereby summoned to this Annual Parish Council Meeting of Rockland St Mary with Hellington Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

**Charlotte Rust**, Parish Clerk & RFO

## AGENDA

1. To elect Chair and sign Declaration of Acceptance of Office.
2. To elect a Vice Chair and sign Declaration of Acceptance of Office.
3. To receive and approve apologies for absence.
4. To receive any declarations of interest from Members and consider requests for dispensations.
5. To approve minutes of Parish meeting of 1<sup>st</sup> March 2023.
6. **Reports from:**
  - 6.1 District Councillor, Cllr Vic Thomson
  - 6.2 County Councillor, Cllr Kay Mason-Billig.
  - 6.3 Parish Clerk
    - 6.3.1 Review Cllr responsibilities.
  - 6.4 Cllr N Stone – Green Lane Playing Field and Rockland St Mary Primary School.
  - 6.5 Cllr J Trutch – Footpaths
  - 6.6 Cllr J Norris – Environment and wildlife matters.
  - 6.7 Cllr J Sayles and Steven Gildersleeve (SG), Caretaker – Blackhorse Dyke and Staithe Car Parks, defibrillators.
7. Adjournment for Public Participation (15 minutes allowed for). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.
8. **Audit/AGAR 2022-23:**
  - 8.1 To receive and consider the Internal Auditor's report for year ending 31 March 2023.
  - 8.2 To consider whether to exempt from an external audit and if so authorise the Clerk and Chair to sign.
  - 8.3 To consider the assertions on, and complete, the Annual Governance Statement and to authorise the Clerk and Chair to sign.
  - 8.4 To consider and approve the Accounting Statements and to authorise the Chair to sign.
9. **Finance:**
  - 9.1 To appoint at least two new signatories.
  - 9.2 To discuss application for debit card on General Account.
  - 9.3 To note the bank balance.

9.4 To note any receipts.

9.5 To note any grants.

9.6 To approve any payments of invoices and other expenses received since last meeting.

9.6.1 See May's Payment Schedule.

**10. Planning:**

10.1 To receive any new planning applications and make comment.

10.1.1 2023/0973 – Single storey rear extension.

10.1.2 2023/0768 – Repointing of property to replace damaged Norfolk red bricks like-for-like and repair the lime mortar.

10.1.3 2023/1046 – New pitched roof to replace existing flat roof to side extension together with replacement external finishes to the front, side and rear.

10.1.4 2023/1054 – Single storey extension.

10.2 To receive the results and updates on any outstanding applications.

10.2.1 2023/0302 – Single storey extensions to include garden room and pool spa – Approved with conditions.

10.2.2 2023/0046 – Single storey front and rear extensions to main bungalow. Single storey side extension & canopy to garage.

**11. Correspondence:**

11.1 Email Management

11.2 Parking along The Street.

11.3 Annual Waste Transfer note – Paper recycling.

11.4 To discuss the grass cutting of PCC.

11.5 To appoint a Parish Council representative to join the Margaret Mack management committee.

11.6 To discuss Community Champions Tribute.

11.7 To discuss No Mow May.

**12. Policies**

12.1 Code of Conduct.

12.2 FOI and Publication Scheme.

12.3 Community Grants.

12.4 Bullying & Harassment.

12.5 Child Protection.

13. To discuss items to add to the agenda for next Parish Council meeting.

14. Parishioners final word.

15. To confirm next meeting on Wednesday 7<sup>th</sup> June 2023 at 7.30pm at The Parish Room, Rockland St Mary.