



# Cantley, Limpenhoe and Southwood Parish Council

19 Willow Close, Brundall, Norfolk, NR13 5PZ

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Clerk to the Council: Mrs Melanie Eversfield

**Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected. A copy of the Council's Filming at Meetings Guidance is available on request.**

To members of the Council,

You are hereby summoned to attend a meeting of Cantley, Limpenhoe and Southwood Parish Council at **Cantley Village Hall**, **Thursday 18<sup>th</sup> April 2019, 7pm** for the purpose of transacting the following business:

*M Eversfield*

Parish Clerk  
13<sup>th</sup> April 2019

- 1) **Public Forum**
- 2) **To consider apologies for absence**
- 3) **Declaration of interest for items on the agenda and applications for dispensation**
- 4) **To confirm the minutes of the meeting held on Thursday 21<sup>st</sup> March 2019**
- 5) **Urgent items to be raised through the Chair, if any**
- 6) **Update on matters arising from minutes, if any**
  - a) Handyman / Grounds Maintenance
  - b) Closure of Church Road crossing
- 7) **Highways and Transport, if any**
- 8) **Finance**
  - a) To receive and agree end of year accounts to 31<sup>st</sup> March 2019.
  - b) To confirm that Cantley, Limpenhoe and Southwood Parish Council can exempt itself from External Audit for 2018/2019
  - c) To approve Annual Governance Statement for the financial year 2018/2019.
  - d) To approve Annual Accounts for the financial year 2018/2019.
  - e) To receive report from the Clerk regarding proposed revision to 2019/2020 budget.
  - f) To consider grant request from Limpenhoe Village Hall.
  - g) To note that the Clerk has submitted the VAT Return 2018/2019 to HMRC for the sum of £23.40.
  - h) To consider start up grant of £200.00 for maintenance of Cantley Pond as per 2019/2020 budget.
  - i) To consider payment of the following

i) Mrs M Eversfield	Salary & Expenses – April 2019	£194.41
ii) HMRC	PAYE – April 2019	£44.40
iii) Focus	Annual Grant as per report above	£200.00
iv) Cantley Church	Grass Cutting Annual Grant	£400.00
v) Cantley Village Hall	Grass Cutting Annual Grant	£685.00
vi) Limpenhoe Church	Grass Cutting Annual Grant	£400.00
vii) Limpenhoe Village Hall	Grass Cutting Annual Grant	£245.00
viii) Cantley Village Hall	Maintenance Grant as per report above	£6,000.00
ix) Limpenhoe Village Hall	Maintenance Grant as per report above	£6,000.00
- 9) **Planning**
  - a) 20190576 – Variation of Condition 2 of Planning Permission 20090624 – Revision to Internal Courtyard Elevation – Manor House, Manor Road, Cantley NR13 3SE.
- 10) **Ongoing Matters, if any.**
- 11) **New Matters**
- 12) **Items for Next Month's Agenda**
- 13) **To confirm date of next meetings: Thursday 16<sup>th</sup> May 2019 at 7.00pm at Cantley Village Hall – Annual Parish Council Meeting**