

Surlingham Parish Council



Agenda

Date: Tuesday 11th June 2024

Time: 7.30pm

Place: Surlingham Village Hall

Councillors are hereby summoned to this Parish Council Meeting of Surlingham 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 - surlinghampc@outlook.com

1. Welcome from the Chair.
2. To receive and approve apologies for absence.
3. To receive any declarations of interest from Members & consider requests for dispensation.
4. To approve the minutes of the Parish Council meeting held on 14th May 2024.
5. Matters arising from May's meeting, including Clerk's report.
6. **Reports from:**
 - 6.1 County/District Councillor, Councillor Vic Thomson.
 - 6.2 Councillor R Aktins – Rivers, Ponds, Cycle/Footpaths.
 - 6.3 Councillor M White – Play Area inspection.
7. Adjournment for Public Participation (15 minutes allowed for).
8. **AGAR:**
 - 8.1 To receive and consider the Internal Auditor's report for year ending 31 March 2024.
 - 8.2 To consider the assertions on, and complete, the Annual Governance Statement and to authorise the Clerk and the Chair to sign.
 - 8.3 To consider and approve the Accounting Statements and to authorise the Chair to sign.
9. Motion to reverse minute item 24.55.01 – to implement a maximum 2 term for trustee appointments.
10. To consider and approve the purchase of a fridge for the preparation area.
11. To discuss and approve how the Clean Up and Bloom grant money is to be spent.
12. To discuss pond drainage.
13. To approve quote for signs for the play area.
14. To sign Memorandum of Understanding with Norfolk County Council for the additional location(s) for SAM2.
15. To receive an update on the Flood Management conference attended by Councillors J Broom and M White.
16. **Planning:**
 - 16.1 **Applications** – None at the time of publication.
 - 16.2 **Decisions:**
 - 16.2.1. 2024/0007 – Greenacres – Demolish bungalow & replace with 4-bedroom house & detached garage/store; SOUTH NORFOLK DISTRICT COUNCIL APPROVED WITH CONDITIONS.
 - 16.2.2. 2024/1388 – Fairways – Details reserved by condition 6 (arboricultural impact assessment) of 2021/0364; SOUTH NORFOLK DISTRICT COUNCIL APPROVED WITH CONDITIONS
17. **Policies:**
 - 17.1 **To review:**
 - 17.1.1. Code of Conduct.
 - 17.1.2. FOI and Publication Scheme.
 - 17.1.3. Health and Safety.
 - 17.1.4. Internal Control and Checklist.
 - 17.1.5. Lone Home worker Policy.

17.1.6. Risk Assessment and Management Policy.

17.1.7. Standing Orders.

17.2 To approve:

17.2.1. SAM2 Risk Assessment and Management.

17.2.2. Financial Regulations.

18. Finance:

18.1 To receive a Statement of Accounts as of 11th June.

18.2 To note any receipts and approve payments as per June's payment schedule.

18.3 To consider amending the Parish Council's bank mandate.

19. To receive updates from individual Council Members (for information only).

20. To receive any items for inclusion on the next agenda (for information only).

21. To confirm date and time of the next meeting which is the Annual Parish Council Meeting as Tuesday 9th July 2024 at 7.30pm in Surlingham Village Hall.