**To Members of the Council**,

You are hereby summoned to attend a meeting of Potter Heigham Parish Council on **Wednesday 19th January 2022, at 7.30pm** at **Potter Heigham Village Hall** for the purpose of transacting the following business:

**Sheridan Turner Chair, PHPC, January 12th 2022**

**Public Attendance**

Members of the public and press are welcome to attend. At item 2, the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors’ reports.

# To consider apologies for absence

# Public Forum

1. Public
2. County / District Councillors
3. Reports from Outside Bodies / Village Committees (for information)
   * 1. Police Report – Cllr Standen / PC Tom Gibbs
     2. Village Hall Management Committee (Cllr Graves-Morris)
     3. Any other reports from Councillors representing outside bodies
     4. Ludham School – George Chasemore

# Declaration of interest for items on the agenda and applications for dispensation

# To approve the minutes of the meeting held on Wednesday 17th December 2021

# Matters Arising

* 1. Report from the Chair - noted
  2. Councillor Training

5.2 Proposals for dealing with traffic concerns on Bridge Road and Mill Rd/Station Rd intersection

5.3 Decision on moving forward with Websites – Parish Council and Village Website

# Finance

* 1. Financial update

Bank Balances as of December 10, 2021 – Community Accounts

£10,950.77

£9,892.86

* 1. To consider payment of the following:

1. Anglian Water (retrospectively) £1.13
2. United Resource Management £18.00
3. United Resource Management £7.74

# Correspondence

None

# Updates on planning matters

8.1 Request from Mr. Paul Jacob – Application No. BA/2021/0504/HOUSEH

# Reports from Parish Council Leads

1. Allotments (Cllr Pickering)
2. Drainage (Cllr May and Cllr Rice)
3. UTWG (Cllrs May & Rice)
4. Environment (Cllr Lovick)
5. Footpaths & Highways (Cllr Lovick and Cllr Rice)
6. Staithe (Cllr May and Cllr Chapman)
7. SAM2 Report – (Cllr Standen)

# Other Matters

Update on search for Clerk to the Council

# 13. Date of Next Meeting