**To Members of the Council**,

You are hereby summoned to attend a meeting of Potter Heigham Parish Council on **Wednesday 9th March 2022, at 7.30pm** at **Potter Heigham Village Hall** for the purpose of transacting the following business:

**Amy Gallant, Clerk, PHPC, March 3, 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 –B. Standen / PC Tom Gibbs
     2. Village Hall Management Committee – R. Graves Morris
     3. Any other reports from Councillors representing outside bodies
     4. Ludham School – G. Chasemore
     5. Recognition of service

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

# To approve the minutes of the meeting held on Wednesday 16th February, 2022

# Matters Arising

* 1. Report from the Chair - noted

5.2 Review of feedback from residents of Bridge and Mill Rds pertaining to issues of speeding

5.3 Update on concern re degradation of track at end of Marsh Rd.

5.4 Repair of Bins on Staithe

5.6 Litter Pick

# Finance

* 1. Financial update

Bank Balances as of February 11th – Community Accounts

Barclays Current Acc. £8,701.04

Allotment Acc. £9,867.12

* 1. To consider payment of the following:

1. Ceanic – web development and domain (withdrawn) £145.66
2. S. Turner – supplies (outstanding) £10.16
3. S. Turner – printing ( for approval) £13.85

# Correspondence

* 1. Aysham Depot – Highway Maintenance
  2. NALC – 2021/22 Pay Agreement

# Updates on planning matters

8.1 Review of Plan to amend Boundary placing Potter Heigham with Great Yarmouth

# Reports from Parish Council Leads

1. Allotments (D. Pickering)
2. Drainage (H. May and P. Rice)
3. UTWG (H. May & P. Rice)
4. Environment (R. Lovick)
5. Footpaths & Highways (R. Lovick and P. Rice)
6. Staithe (H. May and S. Chapman)
7. SAM2 Report – (B. Standen)

# Other Matters

1. Update on Jubilee planning
2. Data Protection Statement
3. Organizational Procedures
4. **Any other Business**

# 12. Date of Next Meeting – April 2022 (note the next meeting is on the 2nd Wednesday of the month.