

POTTER HEIGHAM PARISH COUNCIL

Tel: 07377653369 Email: potterheighamparishcouncil@gmail.com

Chair: Ms Sheridan Turner

Parish Clerk: Amy Gallant

To Members of the Council,

You are hereby summoned to attend a meeting of Potter Heigham Parish Council on **Wednesday 13th April 2022, at 7.30pm** at **Potter Heigham Village Hall** for the purpose of transacting the following business:

A Gallant Parish Clerk, Thursday April 7th 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.

1. To consider apologies for absence

2. Public Forum

- a. Public
- b. County / District Councillors
- c. Reports from Outside Bodies / Village Committees (for information)
 - i. Police Report – B. Standen / PC Tom Gibbs
 - ii. Village Hall Management Committee (R. Graves-Morris)
 - iii. Any other reports from Councillors representing outside bodies
 - iv. Ludham School – D. Pickering

3. Declaration of interest for items on the agenda and applications for dispensation

4. To approve the minutes of the meeting held on Wednesday 9th March 2022

5. Matters Arising

- 5.1 Report from the Chair
- 5.2 Precept Update
- 5.3 Village Hall Security
- 5.4 British Ukraine Aid
- 5.5 Drayman Parking
- 5.6 Ownership & Responsibility for bins on Staithe
- 5.7 Latham's Litter
- 5.8 Constituency Boundary Change
- 5.9 Councillor Training

6. Finance

6.1 Financial update

Bank Balances as of 31/03/2022 – Community Accounts

..... 0891 £8523.18

..... 0971 £9817.36

6.2 Appointment of Internal Auditor

6.3 AGAR Preparations

6.4 Review of Banking Arrangements

6.5 To consider payment of the following:

- | | | |
|------|--|----------------|
| i. | Mar 2022 AGAR Training (retrospectively) | £30.00 |
| ii. | SAM 2 Top up | TBC |
| iii. | URM Price Increase | £36.00 per ton |

7. Correspondence

- a. Highways Webinar
- b. Block Nuisance Calls
- c. Anglian Water Extra Care

8. Updates on planning matters

- a. Planning Consultation NNDC Ref: PF/22/0478

9. Reports from Parish Council Leads

- a. Allotments (D. Pickering)
- b. Drainage (H. May and P. Rice)
- c. UTWG (H. May & P. Rice)
- d. Environment (R. Lovick)
- e. Footpaths & Highways (R. Lovick and P. Rice)
- f. Staithe (H. May and S. Chapman)
- g. SAM2 Report – (TBC)

10. Other Matters

- a. Update on Jubilee planning
- b. Public seating
- c. Notice Board
- d. Casual Vacancy
- e. Appointment of SAM2 Officers

11. Any other Business

- a. Facebook
- b. Google Workspace
- c. Clerk Laptop

12. Date of Next Meeting – May 11th 2022