

Ditchingham Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

ANNUAL PARISH COUNCIL MEETING

Ditchingham Village Hall

Monday 15th May 2023

Held after the Annual Parish Meeting starting at 7.30pm

This meeting will end at 21.30 hours or at the Chair's discretion. Speakers (both Councillors & Members of the Public) are reminded to address their comments through the Chair and the Chair will determine the order of speaking. Councillors are required to have read all papers distributed with and supporting the agenda as these will be assumed 'as read'.

A. Parishioners' Matters of Concern

Parishioners (non-parishioners at the Chair's discretion) are invited to address the Council to express their views or opinions on any matter on the agenda and shall not speak for more than 3 minutes. Any matter not listed on the agenda for the forthcoming meeting that a member of the public wishes to discuss will be progressed at the Chair's discretion. Where a Council decision is required, this will be considered for inclusion on the agenda of the next meeting; or for referral to the appropriate Council sub-committee or Clerk to respond.

B. To Receive External Reports

*All Councillors to complete a **Declaration Of Acceptance Of Office Form** and signed by a witness before the start of the meeting.*

AGENDA

*Once the meeting has commenced Only **MEMBERS OF THE COUNCIL** are allowed to speak unless expressly invited to do so by the Chair. Other attendees who continually speak in the meeting uninvited will be asked to leave.*

	Lead
1. To Appoint a Chair	Retiring Vice Chair
2. To Appoint a Vice Chair	Chair
3. To Approve Apologies for Absence	Clerk
4. Declaration of Interests and Consider Requests for Dispensation	Chair
5. To Approve the Minutes of the Meetings held on 20th March 2023	Chair
6. Matters Arising <i>From the minutes not on the agenda, nor included in the committee reports.</i>	Chair
7. To Consider Co-option to fill the Casual Vacancies <i>The Council requires that prospective candidates to apply in writing before the day of the meeting</i>	Chair
8. Finance	RFO
a) To Approve the End of Year Accounts 2022/23	
b) To Approve the Internal Auditor's Report for 2022/23	
c) To Approve the Annual Governance & Accountability Return Sections 1 & 2	
d) To Appoint the Internal Auditor for 2023-24	
e) To Receive the Current Financial & Budget Reports & Approve Receipts & Payments	

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f) To Consider Street Lights Energy Quotations	
g) To Consider Maltings Meadow Sports Grant Request	
h) To Approve Hollow Hill Orchard Tree Watering Quotations	
i) The King's Coronation Grant & Plaque - <i>update</i>	
j) Village War Memorial Quotations	
k) Grounds Maintenance 2023 - <i>update</i>	
l) Play Area Roundabout Refurbishment - <i>update</i>	
9. Planning and Highways	KW
a) To Receive the Planning Applications & Decisions Report	
10. To receive Internal Reports from Committees (<i>if required</i>)	
a) Chair's Report	Chair
b) Community Chair's Report	AG
- The King's Coronation Afternoon Tea – <i>update</i>	
- Re-siting The Dip's Goal Posts	
c) Planning & Highways Chair's Report	KW
- Dangerous Crossing at Pirnhow Street, Ditchingham – <i>update</i>	
- Chicken Roundabout Lectern – <i>update</i>	
11. To Consider Issues Not Decided by Committees	
a) Grit Bins - <i>update</i>	
<i>Re-siting Hollow Hill & Norwich Road's grit bins to Primary School and Belsey Bridge Road</i>	Chair
b) Hollow Hill Conservation Area – <i>update</i>	BB
c) Commonwealth War Graves Commission – <i>update</i>	Clerk
d) Defibrillator at Nisa Stores – <i>update</i>	Clerk
12. To Note Correspondence Received	Chair
13. Any Other Business	Chair
<i>For discussion and information only, the Council may not make decisions on these items.</i>	
14. To Receive items for the Next Agenda	Chair
15. To Confirm the Next Meeting Dates (<i>Planning Meetings arranged as required</i>)	Chair
• Monday 17 th July 2023 at 7.30pm	
• Monday 18 th September 2023 at 7.30pm	
• Monday 20 th November 2023 at 7.30pm	

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 9th May 2023