

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 20th May 2024

To be held after the Annual Parish Meeting starting at 7.30 pm

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 Councillor or Clerk to respond.

B. To Receive External Reports

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. Councillors are required to have read all papers distributed with and supporting the agenda as these will be assumed 'as read.'*

- | | Lead |
|--|-------------------|
| 1. To Appoint a Chair | Retiring
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 18th March 2024 | Chair |
| 6. Matters Arising
<i>From the minutes not on the agenda, nor included in the committee reports.</i>
- Mrs Mulley | 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
a) To Approve the End of Year Accounts 2023/24
b) To Approve the Internal Auditor's Report for 2023/24
c) To Approve the Annual Governance & Accountability Return Sections 1 & 2 2023/24
d) To Appoint the Internal Auditor for 2024-25
e) To Receive the Current Financial & Budget Reports & Approve Receipts & Payments
f) To Approve the Street Lights Energy Contract Quotations | RFO |
| 9. To Receive the Planning Applications & Decisions Report | Chair |

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10. To receive Internal Reports from Committees *(if required)*

a) Chair's Report

- The Chicken Roundabout Lectern - *update*

b) Community Chair's Report

- Pride in Place Community Grant - Clean Up & Bloom - *expenditure*

- Allotments - *update*

c) Planning & Highways Chair's Report

Chair

AG

AG

Clerk

AG

Chair

11. To Note Correspondence Received

a) Parishioners' Emails re Bridleways

Chair

12. To Consider Issues Not Decided by Committees

a) Ditchingham Village Fete 7th July 2024 – *update*

b) Village Sign War Memorial Plaques – *update*

GS

AEH

13. Any Other Business

For discussion and information only, the Council may not make decisions on these items.

a) The King's Portrait

Chair

14. To Receive items for the Next Agenda

Chair

15. To Confirm the Next Meeting Dates *(Planning Meetings arranged as required)*

Chair

- Monday 15th July 2024 - 7.30 pm
- Monday 16th September 2024 - 7.30 pm
- Monday 18th November 2024 - 7.30 pm

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 14th May 2024