

Ditchingham Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Ditchingham Village Hall

Monday 3rd October 2022 at 7.30pm

This meeting will end at 21.00 hours or at the Chair's discretion. Speakers (both members of the public & Councillors) are reminded to address their comments through the Chair and the Chair will determine the order of speaking.

A. Parishioners' Matters of Concern

Parishioners 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

AGENDA

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

	Lead
1. To consider Apologies for Absence	Clerk
2. Declaration of Interests and Consider Requests for Dispensation	Chair
3. To Elect a Chair and Vice Chair (if required)	Vice Chair Chair
4. To Approve the Minutes of the Meetings held on 18th July 2022	Chair
5. Matters Arising <i>From the minutes not on the agenda, nor included in the committee reports.</i>	Chair
a) Noticeboards - update	KW
6. 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
7. Finance	RFO
a) External Auditors Report and Certificate 2021/22	
b) To Consider the Option to opt Out of the Smaller Authorities' Audit Appointments External Audit Appointment Arrangement– 5-year period	
c) To Appoint the Internal Auditor for 2022-23 - update	
d) To Receive the Current Financial & Budget Reports & Approve Receipts & Payments	
e) Streetlights	
- Energy Quotations - update	
- New or Removal of 16 Red Rated Street Lights - update	
f) To Consider Tree Works Quotations	
g) To Consider Play Area Equipment Quotations	
- Picnic Benches	
- Roundabout	

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| h) To Consider Daffodil Planting Quotations | |
| i) To Consider Funding for the Hollow Hill Conservation Area | |
| j) To Consider Drapers Lane Bench Quotations | |
| 8. To Elect Committees and Representatives | <i>Chair</i> |
| a) Community (advisory) | |
| b) Planning & Highways (advisory) | |
| c) Finance & Resources (decision & advisory) | |
| 9. Chicken Roundabout – update | <i>Chair</i> |
| a) Memorial | <i>BB</i> |
| 10. To Approve the Reviewed Policies | <i>Chair</i> |
| a) Council Policies | <i>JG</i> |
| b) Financial Regulations including Recommendation 1 from the Internal Audit | <i>JG</i> |
| c) Streetlight Policy | <i>JG</i> |
| 11. Planning and Highways | <i>Chair</i> |
| a) To Receive the Planning Applications & Decisions Report | |
| 12. To receive Internal Reports from Committees (if required) | |
| a) Chair's Report | <i>Chair</i> |
| b) Community Chair's Report | <i>AG</i> |
| - Play Equipment Handyman Repairs - update | |
| - Tree Warden - update | |
| c) Planning & Highways Chair's Report | |
| - Speed Awareness Machine (SAM2) – update | |
| 13. To Consider Issues Not Decided by Committees | |
| a) Hollow Hill Conservation Area - update | |
| b) Norfolk Wildlife Trust– update | <i>BB</i> |
| c) Mobile Library Consultation | <i>KW</i> |
| 14. To note Correspondence received | <i>Chair</i> |
| a) Parishioners email - Ditchingham Dam and Pirnhow Street junction | |
| 15. Any Other Business | <i>Chair</i> |
| <i>For discussion and information only, the Council may not make decisions on these items.</i> | |
| a) Allotment Fire | |
| b) Commemorative Poppy Wreath | |
| 16. To Receive items for the Next Agenda | <i>Chair</i> |
| 17. To Confirm the Next Meeting Dates (Planning Meetings arranged as required) | <i>Chair</i> |
| • Monday 21 st November 2022 at 7.30pm | |

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 27th September 2022