

MAUTBY PARISH COUNCIL

Incorporating the villages of Mautby, Runham and Thrigby

Tel: 01493 253041; Email: mautbyparishcouncil@gmail.com

Chairman: Mr Martin Lamb

Parish Clerk: Mrs Catherine Moore

Prior to the meeting, all councillors must sign the Declaration of Acceptance of Office before they can participate in the meeting, or act in the role of Councillor

To Members of the Council,

You are hereby summoned to attend a meeting of Mautby Parish Council on **Wednesday 17th May 2023, 7.30pm at Stokesby Community Centre** for the purpose of transacting the following business:

C Moore Parish Clerk 11th May 2023

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **Co-option of Parish Councillors**
4. **Register of Interest Forms**
5. **To adopt the General Power of Competence**
6. **To consider apologies for absence**
7. **Public Forum**
 - a. Public
 - b. County / Borough Councillors
8. **Declaration of interest for items on the agenda and applications for dispensation**
9. **To approve the minutes of the meeting held on Wednesday 29th March 2023**
10. **Matters Arising from the Minutes**
 - a. Hall Farm Planning Application – update
11. **Finance**
 - a. Financial update 2023/24; and to note receipts since last meeting
 - b. Year End Finances 2022/23
 - c. Receive Internal Audit Report
 - d. Approve Annual Governance Annual Return
 - e. Insurance Renewal
 - f. To consider invitation to join Norfolk ALC; and price to join Norfolk PTS
 - g. To consider payment of the following:

i. C Moore	Salary Apr & May 2023	£290.30
ii. HMRC	PAYE Apr & May 2023	£72.40
iii. C Moore	Expenses Apr & May 2023	£4.05
iv. K Wilton	Internal Audit	£50.00
v. ID Asbestos	Asbestos Survey	£594.00
vi. Parkinson Partnership	VAT Consultancy	£600.00
12. **Correspondence**
 - a. General Correspondence
13. **Planning**
 - a. New Applications
None
 - b. Decisions
None.
 - c. Applications considered between meetings
06/23/0276/F Upper Wood Farm, Browns Lane, Mautby: Proposed formation of 1no. additional hardstanding area (261 square metres) including for standing / keeping of cattle.

NO OBJECTIONS

14. Reports from Councillors and Outside Bodies

- a. Risk Assessments and Defect Reports around the Parish incl. Highways and Street Lights
 - i. Defibrillator, Runham
- b. Village Hall Committee Report
 - i. To note status of repair project and borrowing approval application
 - ii. To receive advice from VAT consultant and determine further action
 - iii. To discuss legal relationship with the Village Hall Committee and determine further action including costs for legal support
 - iv. To delegate payment of contractor to Clerk in consultation with Chairman and Vice Chairman
- c. Village Green
 - i. Location of Signs – update
- d. Policing and Vandalism
- e. SAM2 Results

15. Other Matters

- a. Review Risk Assessments and Statement of Internal Control
- b. Bus Shelter Project – update on increased costs

16. Reports from Councillors (for information only)

- 17. Date of Next Meetings – Wednesday 26th July 2023 7.30pm at Stokesby Community Centre (an additional meeting will take place in June 2023 if there is Village Hall business to discuss)**