

FRAMINGHAM EARL PARISH COUNCIL

1 Meadow Cottages, Gull Lane, Framingham Earl, Norwich, NR14 7PN

Tel: 01508 493134 Email: framinghamearlpc@hotmail.co.uk

Clerk to the Council: Mrs Yvonne Wonnacott

Chairman: Mr D Todd



NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Parish Council Meeting of Framingham Earl Parish Council at 7.30pm on Tuesday 7th May 2024, at The Methodist Church, Pigot Lane, NR14 7PX.

The business to be transacted is as follows:

1. To elect the Chairman of the Parish Council

Chairman to sign the Declaration of Acceptance of Office

2. To elect the Vice-Chairman of the Parish Council

3. To receive any apologies for absence for approval

4. To receive declarations of interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed.

5. To approve a time limit for the meeting

6. To agree minutes of the Parish Council meeting held 5th March 2024 and to note minutes of the Annual Parish meeting held 9th May 2023

7. Matters arising from the minutes of the Parish Council meeting held 5th March 2024

Not covered by specific items on the agenda.

8. Adjournment for public participation

Resolution to suspend the meeting to invite members of the public to speak (15 minutes)

9. Annual reports

10. Finance matters

- a) Finance and Admin Report with financial summaries - for approval
- b) Financial statement as at 31st March 2024 – to be noted
- c) Annual internal audit report – to be noted
- d) AGAR – Section 1 – Annual Governance Statement 2023/24 – for approval and sign off by Chairman and Clerk
- e) AGAR – Section 2 – Accounting Statements 2023/24 – for approval and sign off by Chairman and Clerk
- f) Certificate of Exemption, AGAR 2023/24 Form 2 – for approval and sign off by Chairman and Clerk
- g) Expenditure for approval/to be noted, as per Finance and Admin Report
- h) Insurance renewal – to be noted, existing Long Term Agreement expires 1st June 2026
- i) Reserves: Policy and earmarked reserves – to review and agree
- j) Savings account – transfer of additional funds for consideration

11. Planning

- a) Applications received to date for consideration
- b) Decision notices received to date.

12. Summer Fair

Update.

13. Administrative Updates

- a) LGA Code of Conduct – agreement for all Councillors to adopt and adhere to
- b) Representatives and responsibilities – to be reviewed and agreed
- c) Delegation arrangements to Parish Clerk - to review and confirm
- d) General Power of Competence – to be noted
- e) Proposed Remembrance display – update
- f) Portrait of King Charles
- g) Councillor vacancy.

14. Environmental matters

- a) Tree Wardens – update to include recruitment of replacement Tree Wardens
- b) Footpath Warden – update
- c) The Dell – update, to include award of Pride in Place Community grant and proposed acquisition of lifebuoy
- d) Bench (located on village green) – Repairs for further consideration
- e) Clean up & bloom grant – Planting of bulbs, village green and The Dell for further consideration
- f) Roundabout – S106 balance and future joint working party for discussion.

15. Correspondence and consultations

- a) Play Streets Grant.

16. Date of next Parish Council meeting, (2nd July 2024) and items to be considered for agenda

17. Chairman's urgent business

Dated: 22nd April 2024

Parish Clerk: *Yvonne Wonnacott*