

Burgh & Tuttington Parish Council

<https://burghandtuttingtonparishcouncil.norfolkparishes.gov.uk/>

email: clerk.bandtpc@gmail.com

NOTICE OF MEETING & SUMMONS TO ATTEND

THE NEXT MEETING OF BURGH & TUTTINGTON PARISH COUNCIL WILL BE HELD AT BURGH READING ROOMS

At 7.30pm on Wednesday November 9th 2022

AGENDA

Members of the public are welcome to attend and may speak during the adjournment.

1. WELCOME

To welcome members and public

To acknowledge the recent death of Joe Winterbourne

2. APOLOGIES FOR ABSCENCE

To receive and accept Apologies for Absence as previously notified to the Parish Clerk

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for Dispensations

4. MINUTES

To receive, confirm and sign Minutes of the last meetings held on

13th July 2022

30th August 2022

4th May 2021

5. INFORMATION ON MATTERS ARISING

To receive information on any Matter Arising from the Minutes not listed elsewhere on the Agenda

6. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS

To receive written and/or verbal Reports from Representatives

7. TO ADJOURN THE MEETING FOR MEMBERS OF THE PUBLIC TO SPEAK

Adjournment for public discussion

8. PARISH CLERK ARRANGEMENTS

- a) To agree the appointment of Sue Lake as locum clerk
- b) To appoint a Responsible Financial Officer
- c) To note new e-mail account and agree how to process the outstanding e-mails
- d) To agree work programme of locum clerk
- e) To agree recruitment of new permanent clerk

9. FINANCE

- a) To note balance of account if information available
- b) To agree bank signatories
- c) To consider online banking

10. BUDGET 2022/23

- a) To receive and discuss the budget for 2022/23 – to be tabled at the meeting
- b) To agree the budget
- c) To agree the precept request

11. TO CONSIDER PLANNING ISSUES

To discuss any other planning applications received

12. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

13. DATE OF NEXT MEETING

To confirm the date



Sue Lake
Locum Clerk

2nd November 2022