

# Burgh & Tuttington Parish Council

<https://burghandtuttingtonparishcouncil.norfolkparishes.gov.uk/>  
email: [clerk.bandtpc@gmail.com](mailto:clerk.bandtpc@gmail.com)

## Annual Meeting of the Parishes

### Burgh & Tuttington

At 7.30pm on Wednesday May 10<sup>th</sup> 2023

Tuttington Parish Church

**NOTE TO RESIDENTS:** This is an open public meeting chaired by the Chairman of the Parish Council. All public are welcome to attend, speak and raise any issues for discussion under General Parish Issues.

### AGENDA

1. Welcome and Apologies
2. To approve the minutes of the meeting held 11<sup>th</sup> May 2022
3. Report from the Parish Council
4. To consider the provision of a defibrillator for the village of Tuttington
5. General Parish Issues

**This is your meeting please feel free to participate.**



Sue Lake  
Locum Clerk

1<sup>st</sup> May 2023

# Burgh & Tuttington Parish Council

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

email: [clerk.bandtpc@gmail.com](mailto:clerk.bandtpc@gmail.com)

## NOTICE OF MEETING & SUMMONS TO ATTEND

### THE NEXT MEETING OF BURGH & TUTTINGTON PARISH COUNCIL WILL BE HELD AT TUTTINGTON CHURCH

**On the rise of the Annual Parish Meeting on Wednesday May 10<sup>th</sup> 2023**

## AGENDA

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

1. **TO ELECT THE CHAIRMAN OF THE COUNCIL FOR 2022/23**
2. **TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
3. **TO SET A FINAL DATE FOR COMPLETION OF COUNCILLORS FORMS**
  - a) To note receipt of councillors Declaration of Acceptance of Office
  - b) To set a date for any outstanding Declarations
4. **TO RECEIVE & ACCEPT APOLOGIES FOR ABSENCE**
5. **TO ELECT THE VICE-CHAIRMAN OF THE COUNCIL FOR 2019/20**
6. **TO CONSIDER ADOPTION OF NEW CODE OF CONDUCT**
  - a) To consider adoption of Broadland Code of Conduct
  - b) To note Register of Interest Forms need to be completed electronically
  - c) To note final date for completion of Register of Interest Forms
7. **TO CONSIDER A RESOLUTION FOR BURGH & TUTTINGTON PARISH COUNCIL TO USE THE GENERAL POWER OF COMPETENCE**
8. **TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN AGENDA ITEMS**
9. **MINUTES**

To receive, confirm and sign Minutes of the last meetings held on 8<sup>th</sup> March 2023
10. **INFORMATION ON MATTERS ARISING**

To receive information on any Matter Arising from the Minutes of the previous meeting

- 11. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS**  
To receive written and/or verbal Reports from Representatives
- 12. TO ADJOURN THE MEETING FOR MEMBERS OF THE PUBLIC TO SPEAK**  
Adjournment for public discussion
- 13. FINANCE AND AUDIT**
- a) To note balance of account
  - b) To receive an update on bank changes
  - c) To note position re audit
  - d) To agree that the Council is exempt from full external audit
  - e) To agree following payments
    - Norfolk ALC Membership      £138.67
    - Norfolk ALC Website          £70.00
    - Zurich Insurance                £257.60
- 14. TO CONSIDER PLANNING ISSUES**  
To discuss any other planning applications received
- 15. PARISH ITEMS**
- a) To consider the provision of a SAM2 sign
  - b) To note the cost of a SAM2
  - c) To discuss the decision re a defibrillator in Tuttington
- 16. TO DISCUSS PARISH CLERK POSITION**
- 17. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**
- 18. DATE OF NEXT MEETING**  
To confirm the date



Sue Lake  
Locum Clerk

1<sup>st</sup> May 2023