

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 TUTTINGTON CHURCH

At 7.30pm on Wednesday July 12th 2023

AGENDA

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

1. **WELCOME**
To welcome members and public
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 10th May 2023
5. **INFORMATION ON MATTERS ARISING**
To receive information on any Matter Arising from previous meetings 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
8. **AUDIT**
 - a) To receive the Internal Audit Report

- b) To receive the income and expenditure account and balance sheet
- c) To complete and agree the Annual Governance Statement on the Annual Return
- d) To complete and agree the Accounting Statement on Annual Return
- e) To agree that the Council is exempt from full external audit

8. FINANCE

- a) To note balance of account
- b) To receive an update on bank changes
- e) To agree following payments
 - Mrs Winterbourne £850

9. TO CONSIDER PLANNING ISSUES

To discuss any planning applications received

10. HIGHWAY ISSUES ITEMS

- a) To report on the visit of NCC Highways Engineer Richard Pearson to the Parish
- b) To agree final costs re purchase of SAM2
- c) To agree locations for SAM2
- d) To agree the Memorandum of Understanding
- e) To agree management of SAM2 sign

11. DOT GOV E-MAILS

- a) To receive details of pilot programme from Norfolk ALC to provide .gov.uk e-mails for councillors
- b) To note cost of scheme
 - .gov.uk domain name registration - £112 + VAT every two years (this is a standard cost and term, set by the Government)
 - Management and administration fee - emails and website - £70 per year
- c) To consider whether to progress with the scheme

12. TO AGREE PARISH CLERK CONTRACT

13. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

14. DATE OF NEXT MEETING

To confirm the date



Sue Lake

21st June 2023