

CORPUSTY & SAXTHORPE PARISH COUNCIL

Norfolk

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Clerk to the Council;
Amanda Yacoubian
Mulberry House, The Green
Edgefield, Norfolk, NR24 2AL

**Corpusty & Saxthorpe Annual Parish Council Meeting will be held on Wednesday 8th May 2024 at 7:30pm, in Corpusty & Saxthorpe Village Centre.
The business to be conducted is below:**

1. Election of Chair 2024
2. Election of Vice Chair 2024
3. To consider accepting apologies for absence
4. To record declarations of interest from members in any item to be discussed
5. OPEN FORUM (as per Standing Order 3e Public participation will be for a maximum of 15 minutes)
6. To approve the minutes of the meeting held on 13th March 2024 and APM meeting held on 10th May 2023
7. To note updates from Norfolk Constabulary, Village Hall Committee, County Councillor and District Councillor
8. Correspondence – Letter received from Parishioner re wheelie bins, email received regarding the Highways feasibility study
9. Finance
 - (i) To approve the monthly financial statement, Bank reconciliation, cash book & budget, (emailed to Councillors on 1st May 2024)
 - (ii) To approve payments to be made and those made between meetings (see below)

28/02/2024	A Yacoubian salary	Clerk salary	£500.93
04/03/2024	Cozens UK Ltd-Installation of new LED light		£474.00
26/03/2024	NPower	Electricity	£135.70
28/03/2024	A Yacoubian	Clerk salary	£500.93
31/03/2024	Unity Trust	Service charge	£5.74
08/04/2024	Countrystyle recycling	invoice no 439550	£33.00
08/04/2024	NALC	invoice no 1427	£214.28
08/04/2024	Cozens	invoice no 8314	£216.00
08/04/2024	Norfolk Garden & Property	Grasscutting	£400.00
08/04/2024	Dom Arnold	Deflectors River Bure	£807.00
09/04/2024	I Waterson	Riparian Planting	£18.00
25/04/2024	Npower DD	invoice 10120562	£139.81
29/04/2024	Norfolk Garden & Property	Grasscutting	£480.00
29/04/2024	A Yacoubian	Wix website	£108.00
29/07/2024	Jo Boxall	Internal Auditor	£75.00
29/04/2024	Marty Jacobs aggregate & associated costs		£467.84
 - (iii) To acknowledge receipts

04-Apr-24	R Wells memorials	Gravestone	£167.00
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 - (iv) To declare the Parish Council exempt from external audit in 2023-24
 - (v) To receive the internal auditor's report, and to accept recommendations
 - (vi) To approve and sign the Annual Governance Statement 2023-24
 - (vii) To approve and sign the Accounting Statements 2023-24
 - (viii) To appoint an external auditor for the 2024-25 AGAR
 - (ix) To agree the period for Exercise of Public Rights, Monday 3 June – Friday 12 July 2024
10. Planning
 - (i) NNDC Appeal - AP/23/0032 - 1 Manor Farm Barns, Norwich Road, Corpusty
 - (ii) PF/24/0701 - Corpusty and Saxthorpe - Woodside, Heydon Road, Corpusty
 - (iii) NNDC Decision issued re. RV/24/0322 Thistledown Cottage
 - (iv) PF/24/0822 - Corpusty and Saxthorpe - Lancaster House, Heydon Road,
11. Re-location of Defibrillator
12. Update on River Bure
13. Local history box project

Amanda Yacoubian 1st May 2024

14. To decide on course of action regarding signage & feasibility study received 15th April
15. To decide on response to request PMB729 Corpusty drainage - site compound
16. Repairs to play area – tree works planned for 17th May
17. Creating a meadow on The Common
18. Decide on action regarding Little London allotments
19. Clerks report
Bank Accounts, gov.uk domain, insurance renewal ACY 2402138, consider subscribing to Norfolk Parish Training and Support
20. To receive items for information only – Update Action Plan
21. To close meeting and confirm date of next meeting 10th July 2024