

SUSTEAD, BESSINGHAM & METTON PARISH COUNCIL

Clerk to the Council: Kirsty Cotgrove, Bodgers Field, Norwich Road, Briston, NR24 2BB
01263 587755 / 07754 885750 sbmparishcouncil@yahoo.co.uk

A meeting of the Council will be held on **Monday 16th May 2022 at 7:30pm,
in the Peartree Cottage, Sustead.
The public and press are welcome to attend.**

AGENDA FOR THE PARISH COUNCIL MEETING

1. (i) To elect a Chair for 2022-23
(ii) To elect a Vice Chair for 2022-23
2. To consider accepting apologies for absence
3. To record declarations of interest from members in any items to be discussed, and to request dispensation to speak / vote.
4. To approve the minutes of the meeting held on 7th February 2022
5. To consider co-option of a new Councillor
6. To receive reports:
Eric Vardy - Norfolk County Councillor
John Toye - North Norfolk District Councillor
7. To adjourn the meeting to allow for public participation (10 minutes maximum)
8. (i) To declare the Parish Council exempt from external audit in 2021-22
(ii) To receive the Internal Auditor's report and discuss its findings
(iii) To approve the Annual Governance Statement 2021-22
(iv) To approve the Accounting Statements 2021-22
(v) To approve an internal auditor for 2022-23
9. Finances
(i) To approve the current financial position
(ii) To approve the following payments:

J Boxall – internal audit	£30.00
NALC – annual subscription	£134.61
K Cotgrove – May salary	£200.00
HMRC – May tax	£50.00
Community Action Norfolk – subs	£20.00
10. Planning Matters
(i) To note applications, received between meetings (for information only)
PF/22/0645. Manor House Farm, New Road, Bessingham
PF/22/0722. Glen Farm, Glen Farm Lane, Metton
RV/22/0773. Garden Cottage, The Street, Bessingham
(ii) To receive late planning applications
11. Highways matters
(i) Update on Parishioner request to move village boundary sign
12. To update on the Village Hall, and to approve any actions necessary
13. To update on Jubilee celebrations
14. To review policies:
Annual Review of Internal Audit
Annual Review of Internal Control
Financial Regulations
Financial Risk Assessment
Asset Register
14. Correspondence:
(i) Parishioner request to renovate the Metton cross

(ii) Parishioner request for the Parish Council to clear Bessingham Churchyard
(iii) NNDC – Outcome of Gresham & Sustead Community Governance Review

15. Any other business, for information only
16. To close the meeting

Kirsty Cotgrove, Clerk, 5th May 2022