

## South Lopham Parish Council Agenda for Meeting 13 September 2012

Members of the Council are hereby summoned to attend a meeting to be held at 7.30pm on Thursday 13 September 2012 at Pansthorne B & B, South Lopham. Members of the press and public are welcome to attend.

### Agenda

1. Chairman's opening address.
2. To record attendance and consider the acceptance of apologies for absence.
3. To record declarations of interests from members in any item to be discussed.
4. To approve the Minutes of the last Meeting (12<sup>th</sup> July 2012).
5. To report on matters arising from the Minutes (other than those listed separately on the Agenda).
6. Disclosure of interests by Councillors.
7. Possible updating of Standing Orders (2007).
8. Adoption of updated Financial Regulations.
9. To receive and approve the Financial Report, the statement of current balances and to consider the following accounts for approval or ratification;
  - a. Lophams' News July 2012 £22
  - b. Lophams' News August 2012 £22
  - c. Clerk's salary July-September quarter £293.20, payment to HMRC £6.80
  - d. To confirm approval of Mazars invoice £60
  - e. Approval of stationery expenses, printer cartridge for Parish Clerk £14.49
  - f. Annual donation to Parochial Church Council £250 (in budget)
  - g. Annual subscription for Norfolk RCC £15 (in budget but questionable benefit)
10. Approval of Parish Clerk Terms of Employment.
11. To receive reports from Councillors on the following;
  - a. Planning Matters **SM**;
    - i. Planning applications received and circulated.
  - b. Highways **RSM**.
  - c. Community Matters **DH**.
  - d. Footpaths **RW**.
  - e. Works **TF**.
12. Other Reports
  - a. Parish Website **SR**.
  - b. Lophams' Society **GH**
  - c. Lophams' Link **JP**
13. To consider items of correspondence.
14. To transact Any Other Business and receive suggestions for items to be placed on the Agenda for the next Meeting.
15. Date and time of next Meeting.

Signed..... Caroline Phillips (Clerk)

Date: