

South Lopham Parish Council Agenda for APCM 2022 and regular meeting 17 May 2022

Members of the Council are hereby summoned to attend the Annual Parish Council Meeting to be held at 7.00 pm on **Tuesday 17th May 2022**, immediately followed by the regular meeting, at Valley Farm, Low Common.

Members of the press and public are welcome to attend but we would respectfully request any such member contact the Clerk prior to the meeting, as it may be necessary to restrict physical numbers and/or make special arrangements.

AGENDA

1. Election of the Chairman.
2. Election of the Vice Chairman.
3. Chairman's opening remarks and Annual Report.
4. To record attendance and consider the acceptance of apologies for absence.
5. To record declarations of interest from members in any item to be discussed.
6. Resignation of Sarah Martin.
7. To approve the Minutes of the last Annual Parish Council Meeting (18 May 2021) and the last regular meeting 8 March 2022.
8. To report on matters arising other than those listed separately on the agenda.
9. Breckland Local Plan, Call for Sites email. Discuss the document circulated on 01/04/2022. Response to Breckland required by 20/05/2022.
10. Approve annual governance statements.
11. Approve audit accounting statement.
12. Approve and sign certificate of exemption.
13. Discuss quotes received for project work on Primrose Lane and agree what if any other planned projects may be deferred to meet budget constraints.
14. To receive the Financial Report, the statement of current balances, accounts for approval or ratification;
 - i. Audit expenses P Hodgson £tbc
 - ii. Insurance renewal 01/06/22. £305.73 (was £276.12 in 2021) 3 year fixed term to 2025 BHIB Ltd brokers, insured with Aviva.
 - iii. NALC £156.15.
 - iv. Clerks salary, April-June, £462.00 gross. Split for tax will be calculated on submission to revenue.
15. To receive reports from Councillors on the following;
 - i. Planning Matters SM
 - ii. Highways AS.
 - iii. Community Matters including churchyard maintenance JP.
 - iv. Footpaths, hedges and ditches RW
 - v. Works. SP
 - vi. Parish Website/FB Page KP.
 - vii. SAM2 SR
16. To receive suggestions for items to be placed on the Agenda for the next Meeting.
17. Date and time of next Meeting/s.

Signed.
Caroline Phillips (Clerk)