



## HORSTEAD WITH STANNINGHALL PARISH COUNCIL

All Councillors are summoned to the Annual Meeting of Horstead with Stanninghall Parish Council which will be held in the Main Hall of the Tithe Barn, Rectory Road,  
on  
**Wednesday 8<sup>th</sup> May 2024 at 6.30pm.**

*Becky Furr*, Parish Clerk, 1<sup>st</sup> May 2024

### AGENDA

There will be an opportunity for public participation and district/county council reports, before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

- 1) To elect a chair and vice chair and receive declarations of acceptance of office.
- 2) To agree Horstead with Stanninghall Parish Council meets the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.
- 3) To receive and consider apologies for absence.
- 4) To receive declarations of interest and request for dispensations.
- 5) To agree the minutes of the last Parish Council Meeting held 10<sup>th</sup> April 2024 (Circulated).
- 6) To consider any matters arising. (Information only)
- 7) To consider and agree any planning applications including those received after agenda is published. Please refer to [www.southnorfolkandbroadland.gov.uk/plans](http://www.southnorfolkandbroadland.gov.uk/plans) and type in the application number to inspect plans.
  - a. 2024/0968 - Outline planning permission for 1 dwelling with all matters reserved except for access at Land North Of Allotments Frettenham Road.
- 8) To agree financial statement below:

a. Payments Received - None		
Broadland District Council	CIL Money	£909.87
Broadland District Council	Precept – 1 <sup>st</sup> instalment	£18487.50
b. Payments for Approval		
C.Jones	SAM2 Management and labour to respray SAM2 – March	£35.79
C.Jones	Paint for SAM2	£5.79
Zurich	Annual Insurance Fee (agreement till 2027)	£1529.28
C.Moate	Repairs railings and brickwork at the Mill	£380.00
CiM Signs and Graphics	Posters for the Mill	£249.60
J.Rice	Litter picking – 6.5 hours in April	£74.36
S.Hunt	Internal Audit	£135.00
B.Furr	Clerk's Expenses	£27.00
c. Payments for information only – previously agreed direct debits and standing orders		
Veolia	Horstead Mill Bin - March	£70.42
B.Furr	April 2024 Salary	£870.96
HMRC	April 2024 Contribution	£268.46
Acceptacard Ltd	QR Fee	£11.94

- d. To note the 3 HSBC accounts were switched to Unity Trust Bank on the 6<sup>th</sup> May 2024 and the 3 accounts with HSBC have been closed. The parish clerk has the permission to submit payments and Cllr's Fleming and Austin have the permission to authorise payments.
- e. To consider the internal auditors report for year ending 31<sup>st</sup> March 2024.
- f. To approve the governance statements on the annual return for 2023/24.
- g. To approve the statement of accounts and bank reconciliation for 2023/24.
- 9) To consider and agree any Highways & PROW matters including quotes for a planter on Frettenham Road and quotes to replace the dilapidated bench on Glebe Way.
- 10) To consider and agree any Tree and Pond matters.
- 11) To consider and agree any Horstead Mill matters including fundraising for the Mill – update from Cllr Browne and Cllr Stevenson.
- 12) To consider and agree any play area matters including quotes to replace the damaged horse springy - update from Cllr Kirby.

- 13) To receive an update on D-Day arrangements, review the risk assessment for the beacon lighting and consider any funding towards the event.
- 14) To consider any projects for the Community Payback scheme.
- 15) To consider annual membership of Community Action Norfolk.
- 16) To consider items for inclusion on the next agenda.
- 17) To note the date of the next meeting on Wednesday 12<sup>th</sup> June 2024 at 6.30pm in the main hall of the Tithe Barn.