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**HORSTEAD WITH STANNINGHALL PARISH COUNCIL**

All Councillors are summoned to the Meeting of Horstead with Stanninghall Parish Council which will be held in the Main Hall of the Tithe Barn, Rectory Road, on

**Wednesday 12th June 2024 at 6.30pm**.

Becky Furr, Parish Clerk, 5th June 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.

Lucy Care – Churchwarden, will be attending this meeting to share information about a new enterprise set up between Horstead PCC and the Horstead Centre.

1. To receive and consider apologies for absence.
2. To receive declarations of interest and request for dispensations.
3. To agree the minutes of the last Parish Council Meeting held 8th May 2024 (Circulated).
4. To consider any matters arising. (Information only)
   * 1. Update on estate agent signage on parish/highway land.
5. 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.
   * 1. 2024/1562 – Erection of 5 self-custom dwellings at land at Buxton Road.
     2. 2023/2422 – Erection of 25 dwellings at land on rectory Road, Coltishall.
     3. 2024/1262 – Proposed external staircase and access door to existing garage at 1 Birch Close.
     4. 2022/1461 – Erection 3 single storey self-build dwellings with garages and gardens at The Paddocks, Frettenham Road.
6. To agree financial statement below:

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| * + 1. Payments Received - None | | |
| HMRC | VAT – Qtr 4 2023/24 | £3282.32 |
| * + 1. Payments for Approval | | |
| D.Bracey | Annual Play Area Inspection | £192.00 |
| C.Jones | SAM2 Management | £18.00 |
| TDP | Planter | £960.00 |
| B.Furr | Clerks Expenses including toilet hire for D-Day event | £160.80 |
| J.Rice | Litter Picking for May | TBR |
| * + 1. Payments for information only – previously agreed direct debits and standing orders | | |
| Veolia | Horstead Mill Bin - April | £105.62 |
| B.Furr | May 2024 Salary | £870.96 |
| HMRC | May 2024 Contribution | £268.46 |
| Acceptacard Ltd | QR Fee | £11.94 |

1. To consider and agree any Highways & PROW matters.
2. To consider and agree any Tree and Pond matters.
3. To consider and agree any Horstead Mill matters including fundraising and introducing a bottle bank.
4. To consider and agree any play area matters identified in the annual play inspection report and consider a quote to paint the two metal benches.
5. To consider any quotations to replace the bus shelter on Norwich Road near the Recruiting Sergeant.
6. To consider adopting working parties regarding parish council matters.
7. To consider applying to Veolia’s Sustainability Fund for any projects to enhance biodiversity in the parish.
8. To consider taking part in the Hedgehogs R Us Highway Project.
9. To approve the Financial Regulations, Standing Orders, Reserves Policy and SAM2 Management Policy and Risk Assessment (as recommended by the internal auditor).
10. To consider any training councillors wish to attend.
11. To consider items for inclusion on the next agenda.
12. To note the date of the next meeting on Wednesday 10th July 2024 at 6.30pm in the main hall of the Tithe Barn.