

# STOKESBY WITH HERRINGBY PARISH COUNCIL

Jubilee Farm, Fleggburgh Road, Rollesby, Norfolk NR29 5HH

Tel: 01493 253041; Email: clerkstokesby@gmail.com

Chairman: Mr Stuart Ward

Parish Clerk: Mrs Catherine Moore

## To Members of the Council,

You are hereby summoned to attend a meeting of Stokesby with Herringby Parish Council on **Wednesday 5<sup>th</sup> May 2021, 6.30pm** on Zoom<sup>1</sup> for the purpose of transacting the following business:

*C Moore, Parish Clerk 28<sup>th</sup> April 2021*

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **To consider apologies for absence**
4. **Public Forum**
  - a) Public
  - b) County / Borough Councillor
  - c) Police
5. **Declaration of interest for items on the agenda and applications for dispensation**
6. **To confirm the minutes of the meeting held on Wednesday 12<sup>th</sup> February 2021**
7. **Update on matters arising from minutes, if any**
  - a) Tree Works - completed
  - b) Ferry Inn – Asset of Community Value Application – note Freedom of Information request relating to assessment; and note further communication from Clerk challenging the decision
  - c) Vehicle on Village Green – update on action taken (RL / RY)
8. **Cop-option to Parish Councillor Vacancy**
9. **Village Maintenance**
  - a) Quarterly Report
  - b) Riverside Path
10. **Finance**
  - a) Financial Update 2021/22
  - b) Review of Internal Controls
  - c) Receive Internal Audit Report
  - d) Approve Annual Governance Annual Return
  - e) Consider insurance quotations and agree cover
  - f) To consider payment of the following:
    - i. C Moore Salary – Mar 2021– May 2021 & Expenses £395.96
    - ii. HMRC PAYE – Mar 2021– May 2021 £89.80
    - iii. Target Trees Tree Surgery Works £1,500.00
    - iv. Norfolk ALC Subscription £114.39
    - v. Sonya Blythe Internal Audit £40.00
11. **Correspondence and Consultations**
  - a) To note confirmation of Tree Preservation Order on trees on land at St Andrews Church, Stokesby
  - b) General Correspondence
12. **Planning**
  - a) New Applications
    - i) None
  - b) Decisions
    - i) None
13. **Other Matters**
  - a) Review Policies: Complaints Policy; Data Protection Policy; File Retention Policy; Health and Safety Policy
  - b) SAM2 Sign – Agree locations and volunteers
  - c) Dog Fouling (LM))

<sup>1</sup> Members of the public wishing to observe the meeting can access it by downloading the Zoom app and joining the meeting from 7.25pm using the following credentials:

Meeting ID: 840 9895 4981

Password: 365665

- d) Play equipment: purchase and funding options
- e) To agree methods of working until the Council is able to meet; and safe meeting methods for physical meetings

**14. Reports from Parish Councillors**

**15. To confirm date of next meeting: Wednesday 11<sup>th</sup> August 2021 at 7.30pm**