HAPPISBURGH PARISH COUNCIL

Dear Member

You are hereby summoned to attend a MEETING OF HAPPISBURGH PARISH COUNCIL **in the WENN EVANS CENTRE on** Monday 13th September 2021 at 7.30pm for the purpose of transacting the following business:

# Jo Beardshaw

**Parish Clerk**

**AGENDA**

1. **To Welcome those present**
2. **To consider apologies for absence**
3. **To receive Declarations of Interest on agenda items.** Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council’s (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest.
4. **To agree the minutes of the meeting of Happisburgh Parish Council held on Monday 12th July 2021** and to consider matters arising from those minutes
5. **Councillor Reports (as presented)**
   1. Chairman’s report
   2. Further Councillor reports
6. **Correspondence**
   1. Chairman. Parkeon machine update
   2. NNDC. Response to allegations of election abuse made by a parishioner
   3. NNDC. BT response to objection to removal of Coronation Close phone box
   4. PKF Littlejohn Audit completed. Notice of conclusion of audit posted online
   5. NNDC. PDR Temporary Car Park
   6. La Ronde Wright. Change of company name to Planning Places
   7. VF. Update on VF archaeological works
   8. AIB. Data Security Compliance
   9. Broadland First Responders. Change of name
7. **Adjourn the meeting for public session / comments on planning applications and any other matters**
   1. District and County Councillor reports
   2. Public participation
   3. Reconvene the meeting
8. **Agenda items**
   1. To consider a change of auditor following five years of the same auditor
   2. To agree details of a new Beacon for the Queen’s Platinum Jubilee
   3. To consider renewing / moving / removing the play equipment at the Wenn Evans centre
   4. To confirm the appointment of an internal auditor for the current financial year
   5. To receive information from DLH Autorecyclers prior to a potential planning application
   6. Parishioner. Request to clear and restore the pond at Church Farms
   7. To receive information from Hexcam regarding drone monitoring in Happisburgh
   8. To consider donations for October payment (see list)
      1. Happisburgh Knitters and Stitchers
9. **Financial Matters. To check finance report** 
   1. **To confirm receipts as follows:**
      1. Car Park receipts as periodically reported
      2. NCC. Verges (devolution of responsibility). £278.47
      3. Ice Cream Concession. £5,000
   2. **To agree payments and sign cheques as follows:**

**PC account**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| September 21 | 910 | Clerk salary, expenses | 541.81 |  |
|  | 911 | HMRC Tax | 48.20 |  |
|  | 912 | Norfolk Pension Fund (part paid by Clerk) | 154.52 |  |
|  | 913 | PKF Littlejohn | 480.00 | 80.00 |

**CP account**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| September 21 | DD | AIB Merchant Services | TBC |  |
|  | 432 | NGF Play | 108.00 | 18.00 |
|  | 433 | Roy Cornell September | TBC |  |
|  | 434 | Bryony Nierop-Reading. To September meeting | 87.00 |  |
|  | 435 | SIM Home Improvements | TBC |  |
|  | 436 | Happisburgh PC Savings transfer | 40,000 |  |
|  | 437 | Community Heartbeat Trust. Donation for new defib lock | 50.00 |  |
|  | DD | British Gas electricity | 51.10 | 2.43 |
|  | 438 | Wayside Supplies (2 x invoices) | 99.75+67.15 | 16.63+11.95 |
|  | 439 | Rookery Farm (Walcott) Ltd Diesel | 185.16 | 30.86 |
|  | 440 | Flowbird Smart City September | 369.00 | 61.50 |
|  | 441 | Flowbird Smart City August | 366.48 | 61.08 |

1. **Planning** 
   1. **Planning applications:**
      1. PF/21/1983. Land West of 25, Rollesby Way. Change of use of waste land with associated works comprising clearing, levelling and formation of bunds for use as allotment and personal use (retrospective). *Supported due to timescales*
      2. PF/21/2196. Highfields, Whimpwell Street. Single storey extensions to garage
   2. **Planning decisions**
      1. None
2. **Items for the Church News – deadline 12th.**
3. **Any further items at the Chairman’s discretion**
4. **Date of next meeting – The next meeting will take place on Monday 11th October 2021 at 7.30pm in the Wenn Evans Centre.**