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 March 2023 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 13th February 2023** and to consider matters arising from those minutes
5. **Councillor Reports (as presented)**
	1. Chairman’s report.
	2. Further Councillor reports
	3. Cllr Howson. Wenn Evans Flagpole
	4. Clerk. Note that rate relief has been applied for for the Beach Road Car Park. Rates are £4,391.20
6. **Correspondence**
	1. NALC. Electrical vehicle charging points
	2. NCC. TPO served. Rear of Old Tythe Cottage, North Walsham Road, Happisburgh
	3. Scoops ice creams. Public Liability Insurance paperwork received for the year
	4. NCC. Verge cutting update
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 person responsible for Wenn Evans playground checks monthly
	2. To consider coronation plans including those at the Wenn Evans Centre
	3. To consider a ‘Statement of Internal Control’ circulated by email 16th January 2023
	4. To consider a general reserves policy and review the earmarked and allocated funds
	5. To consider donation requests as follows:
		1. Jan S. Hire of Church Rooms and costs for free afternoon tea for villagers and guests on Monday 8th May in celebration of the coronation
		2. North Norfolk Community Transport – as per letter
		3. Happisburgh Badminton Group
		4. Other donations as per spreadsheet – no further formal requests
9. **Financial Matters. To check finance report**
	1. **To confirm receipts as follows:**
		1. Car Park receipts as periodically reported
	2. **To agree payments and sign cheques as follows:**

**PC account**

**VAT DATE:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | 985 | Clerk salary, expenses  | 696.72 |
|  | 986 | HMRC Tax  | 85.00 |
|  | 987 | Norfolk Pension Fund (part paid by Clerk) | 211.69 |
|  | 988 | SLCC. Re-write cheque 976 lost in Christmas post | 59.00 |

**CP account**

**VAT DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 614 | SIM Home Improvements. Car Park and village works | 940.00 |  |
|  | 615 | Roy Cornell March | 1081.28 |  |
|  | 616 | Bryony Nierop-Reading. Gate opening / closing plus reimbursement for torch | 87.00 + TBC |  |
| 28.02.23 | 617 | Wayside Stores invoice 3189  | 19.60 | 3.27 |
| 28.07.22 | 618 | Walcott Farms. Re-written cheque to replace chq 960 | 87.72 | 14.6 2 |
| 15.02.23 | 619 | Flowbird | 117.34+131.28 | 19.56+21.88 |

1. **Planning**
	1. **Planning applications:**
		* 1. LDC. Proposed replacement of porch with conservatory on side elevation Location: 18 Coronation Close
			2. PF/23/0287. Single storey side extension. Sonny Days, Beach Road. Supported over email due to timescales
	2. **Planning decisions:**

None

1. **Items for the Church News – deadline 12th.**
	1. Donations in the Parish News?
2. **Any further items at the Chairman’s discretion**
	1. **Date of next meeting – The next meeting will take place on Monday 17th April 2023 in the Wenn Evans Centre at 7.30pm**