HAPPISBURGH PARISH COUNCIL

Dear Member

You are hereby summoned to attend a MEETING OF HAPPISBURGH PARISH COUNCIL **in the WENN EVANS CENTRE on** Monday 17th July 2023 for the purpose of transacting the following business:

# Jo Beardshaw

**Parish Clerk**

**AGENDA**

1. **To Welcome those present**
2. **For Cllrs who received dispensaton to delay the taking up of office to the June meeting to sign the declaration of office**
3. **To consider apologies for absence**
4. **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.
5. **To agree the minutes of the meeting of Happisburgh Parish Council held on Monday 12th June 2023** and to consider matters arising from those minutes:
6. **Councillor Reports (as presented)**
	1. Chairman’s report
	2. Further Councillor reports
7. **Correspondence**
	1. NNDC. Information regarding support for households affected by erosion
	2. Happisburgh Badminton group. Thank you letter for donation
	3. VAT notification and correspondence with Steve Parkinson
	4. NCC. Norwich Western Link update
	5. NCC. Parish Partnership. Invitation to bid. Invitations invited by 8/12/23
	6. Clerk. To confirm actions prior to the opening of the field for Permitted Development Rights
	7. Central government. £1million fund for new defibrillators
8. **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**
9. **Agenda items**
	1. To receive information from the Charles Summer’s Trust Chairman
	2. To consider and if to agree to take over ownership of the T&T bell once it is in position
	3. To consider chapters 10 to 12 of the financial regulations covering procurement and contracts
	4. To consider approving the Armed Forces Covenant Pledge
	5. To consider moving £77,000 into the Natwest Current account short term in order to retain FSCS insurance on all monies
	6. To consider placing / financing a mirror for a mirror at the junction of Beach Road / Lighthouse Lane
	7. To agree under delegated authority for The Clerk to agree playground expenditure as required for works to the zip wire and cargo net
10. **Financial Matters. To check finance report and consider budget against expenditure for the month**
	1. **To consider action regarding the outstanding items from the internal audit**
		1. VAT invoices and research into whether the VAT income from the ice cream van should include VAT
		2. Public liability insurance documentation to be confirmed for contractors
		3. Data Protection Policy and General Reserve Policy uploaded to the website
	2. **To confirm receipts as follows:**
		1. Car Park receipts as periodically reported
		2. NCC. £345.78. Delegated grass cutting
	3. **To agree payments and sign cheques as follows:**

**PC account**

**VAT DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1051 | Clerk salary, expenses  | 665.48 |  |
|  | 1052 | HMRC Tax  | 77.20 |  |
|  | 1053 | Norfolk Pension Fund (part paid by Clerk) | 208.10 |  |
| 23.06.23 | 1054 | NALC training | 72.00 | 12.00 |
| 28.06.23 | 1055 | Harrison Flagpoles | 401.86 | 66.98 |
| 17.06.23 | 1056 | Paul Macro. T&T bell photography | 200.00 |  |

**CP account**

**VAT DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 669 | SIM Home Improvements. Car Park and village works | TBC |  |
|  | 670 | Roy Cornell June | 1,081.28 |  |
|  | 671 | Bryony Nierop-Reading. Gate opening | 87.00 |  |
| 22.06.23 | 672 | Redhead Architects. Car Park plan revision | 342.00 | 57.00 |
| 03.06.23 | DD | Wave water | 371.80 |  |
|  | 673 | Flowbird Smart City. Transactions and airtime | 205.54 | 34.26 |

1. **Planning**
	1. **Planning applications:**
		1. PF/20/9420. Land to the West of Whimpwell Street, Happisburgh. Erection of 14 dwellings, with new vehicular access, electricity substation, associated drainage and landscaping works
	2. **Planning decisions:**
		1. None
2. **Items for the Church News – deadline 12th.**

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due to items pertaining to employment and legal issues

* 1. To consider increasing the payments for the current tenders in order to bring them in line with inflation
1. **Any further items at the Chairman’s discretion**
	1. **Date of next meeting – The next meeting will take place on 11th** SEPTEMBER 2023 **at 7.30pm in the Wenn Evans Centre. Please note that there is no meeting in August**