HAPPISBURGH PARISH COUNCIL

Dear Member

You are hereby summoned to attend a MEETING OF HAPPISBURGH PARISH COUNCIL **in the WENN EVANS CENTRE on** Monday 11th September 2023 at 7.30pm for the purpose of transacting the following business:

# Jo Beardshaw

**Parish Clerk**

**AGENDA**

**Prior to the Parish Council meeting, the Council welcomes Rob Goodliffe to speak with Council and parishioners in an open session (The Council may chose to bring forward item 8.4)**

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 17th July 2023** and to consider matters arising from those minutes:\*
5. **Councillor Reports (as presented)**
   1. Chairman’s report
      1. Noticeboard update
   2. Further Councillor reports
      1. Wenn Evans update of Trustees
6. **Correspondence**
   1. Co-operative bank. To confirm bank signatories for online banking.
   2. Vattenfall update. Upcoming events in Dereham and Aylsham \*
   3. NNDC. Bacton Liaison Group – Cllrs Dixon and Mole offered to attend
   4. D-Day 2023
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 receive applications for grants and to consider them in order
      1. Happisburgh Lighthouse - £265
      2. Happisburgh Coastwatch
      3. Cllr Dixon – Community Cupboard
   2. Owner of Caravan Park. Response regarding assistance for the defibrillator
   3. To consider moving £77,000 from the Natwest Savings account into a new Unity Bank account (with dual signatories) in order to retain FSCS insurance on all monies.
   4. To consider an application form for assistance with Highways agent support
   5. To consider ideas / suggestions for a Parish Councillor ‘Open Surgery’
9. **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. Public liability insurance documentation to be confirmed for contractors
      2. Data Protection Policy and General Reserve Policy uploaded to the website
   2. **To confirm receipts as follows:**
      1. Car Park receipts as periodically reported
   3. **To agree payments and sign cheques as follows:**

**PC account**

**VAT DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 1006 | Clerk salary, expenses | 760.17 |  |
|  |  |  |  |  |
|  | 1007 | Norfolk Pension Fund (part paid by Clerk) | 208.11 |  |
|  | 1008 | Under Open Sky – T&T Earmarked reserves (3,722 remaining) | 250.00 |  |
| 30.08.23 | 1009 | SR Print and design – T&T earmarked reserves (3,282 remaining) | 527.40 | 87.90 |

**CP account**

**VAT DATE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 642 | SIM Home Improvements. Car Park and village works | 1645.00 |  |
|  | 643 | Roy Cornell September | 1046.40 |  |
|  | 644 | Bryony Nierop-Reading. Gate opening | 87.00 |  |
| 14.09.23 | 645 | NGF Play Ltd – Cargo net repairs | 289.78 | 48.30 |
|  | 646 | Community Heartbeat Trust x 3 invoices defibrillator pads | 410.34 | 68.39 |
| 29.08.23 | 647 | Wayside Supplies invoice 3324 | 107.93 | 17.99 |
| 14.08.23 | 648 | Wayside Supplies invoice 3318 | 27.46 | 4.58 |
| 28.07.23 | Walcott Farms | GTL Diesel for mower | 130.56 | 21.76 |

1. **Planning** 
   1. **Planning applications:** 
      1. None
   2. **Planning decisions:** 
      1. None
2. **Items for the Church News – deadline 12th.**
3. **Any further items at the Chairman’s discretion**
4. **Exclusion of the Press and Public**

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

1. To consider complaints regarding the car park
2. To discuss the ice cream concession and the disclosure of information
3. **Date of next meeting – The next meeting will take place on 9th October 2023** **at 7.30pm in the Wenn Evans Centre.**