

# MARSHLAND ST JAMES PARISH COUNCIL

I hereby give you notice that the Annual Meeting of the above-named Parish Council will be held at Marshland Hall **at 7.30pm on 9<sup>th</sup> May 2022.**  
All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

*Neil Watson*

Neil Watson

Clerk to the Parish Council

3<sup>rd</sup> May 2022

Account checking at **7.00pm** prompt **(Note revised time)**  
Cllrs Partridge and Wilkinson

## AGENDA

- 1**      **Election** of Chair
- 2**      **Election** of Vice-Chair
- 3**      To receive, consider and accept **apologies for absence**
- 4**      **Approve the minutes** of 11<sup>th</sup> April 2022
- 5**      Receive **declarations of interest** on agenda items
- 6**      Adjourn the meeting to allow for **public comments** on agenda items
- 7**      **Planning matters**
  - a) To consider applications received since last meeting including:
  - b) To receive planning decisions from the Borough Council
- 8**      Receive **Matters arising** from minutes (*for information only*)
- 9**      Receive **Correspondence** (*for information only*)
- 10**     **Adopt** the updated Standing Orders (removal of references to virtual Parish Council meetings)
- 11**     **Adopt** the Financial Regulations 2019 (unchanged)
- 12**     **Appointment** of Committee Members and Representatives
  - a) Playing Field Management Partnership
  - b) Parish Council Representative for Police Engagement
- 13**     To discuss any issues from the **Playing Field Management Partnership meeting**
- 14**     To receive a report from the **Neighbourhood Plan** steering group
- 15**     **Highways issues** – to report new issues & discuss any outstanding matters.
- 16**     **Finance**
  - a) **Receive and accept** the Statement of Accounts for 2021/22
  - b) **Receive and accept** the Internal Auditor's Report for 2021/22 (AGAR p3)
  - c) **Review and accept** the Statement on Internal Control for 2021/22
  - d) **Completion of** the Annual Governance Statement for 2021/22 (AGAR p4)
  - e) **Acceptance** of Accounting Statements for 2021/22 (AGAR p5)
  - f) **Approve** the Notice of Public Rights for inspection of the 2021/22 accounts
  - g) **Accept** accounts to 30<sup>th</sup> April 2022
  - h) **Agree** to sign cheques & approve payments
  - i) **Approve** the Parish CIL Annual Report
  - j) **Consider** a donation to St James Church in support of community facilities
  - k) **Consider** a donation to Citizens Advice Norfolk to support their work
  - l) **Approve** payment of a Contractor's invoices by bank standing order
- 17**     Adjourn the meeting to allow for **public comments** on agenda items
- 18**     Receive items of concern & matters to be included on the **next agenda**
- 19**     Confirm the date of **next Parish Council Meeting** – 13<sup>th</sup> June 2022