

STIFFKEY PARISH COUNCIL

Tel: 01493 253041; Email: clerkstiffkey@gmail.com

Chairman: Mrs Alexandra Hooper

Parish Clerk: Mrs Catherine Moore

Prior to the meeting, all councillors must sign the Declaration of Acceptance of Office before they can participate in the meeting, or act in the role of Councillor

To Members of the Council,

You are hereby summoned to attend a meeting of Stiffkey Parish Council **Monday 22nd May 2023, on the rise of the Annual Parish Meeting, at Stiffkey Village Hall** for the purpose of transacting the following business:

C Moore Parish Clerk 16th May 2023

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **Register of Interest Forms**
4. **To consider apologies for absence**
5. **Public Forum**
 - a. Public
 - b. County / District Councillors
6. **Declaration of interest for items on the agenda and applications for dispensation**
7. **To approve the minutes of the meeting held on Friday 31st March 2023**
8. **Matters Arising from the Minutes**
 - a. Footpaths and Access Points
 - b. Update on National Trust Bridge at Stiffkey Marshes
9. **Planning**
 - a. New Applications
None
 - b. Applications considered between meetings
None
 - c. Decisions
PF/23/0335 Highfield, 60 Wells Road: Erection of new Padel Court and enclosure in garden (previously approved as tennis court). **APPROVED**
10. **Finance**
 - a. Finances 2023/24 To Date
 - b. Approve Bank Signatories
 - c. Year End Finances 2022/23
 - d. Receive Internal Audit Report
 - e. Approve Annual Governance Annual Return
 - f. Insurance Renewal
 - g. To consider renewal of Norfolk ALC subscription
 - h. To consider payment of the following:
 - i. C Moore Salary Apr - May 23 & Mileage £437.14
 - ii. HMRC PAYE Apr - May 23 £109.20
 - iii. Kerrie Wilton Internal Audit £55.00
 - iv. BHIB Insurance Renewal £449.32
11. **Correspondence and Consultations**
 - a. General Correspondence

12. Other Matters

- a. Vacant Garden Plots
- b. Ambulance Response Times / Community First Responders – update
- c. Adoption of General Power of Competence
- d. Review of Policies:-
 - i. Data Protection Policy and Privacy Notice
 - ii. Filming at Meetings Policy
 - iii. Health and Safety Policy
 - iv. Press and Media Policy
 - v. Training Policy
 - vi. Whistleblowing Policy

13. Date of Next Meeting – Monday 31st July 2023 7.30pm at Stiffkey Village Hall