



Brundall Parish Council

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To all members of Brundall Parish Council. You are summoned to the **Annual Meeting of the Parish Council**, which is to be held in the **Memorial Hall**, Brundall on **Thursday 8th May 2014** at 7.00 pm for the purpose of transacting the following business.

S E Smyth S E Smyth Parish Clerk 3/5/14

Agenda

1. **Election of Chairman of the Council** and to receive the Chairman's Declaration of Acceptance of Office
2. **Election of Vice-Chairman of the Council** and to receive the Vice-Chairman's Declaration of Acceptance of Office
3. To consider apologies for absence
4. Declarations of interest on items on the Agenda
5. To confirm the Minutes of the meeting held on 28th April 2014
6. To report on actions arising from the Minutes not on the Agenda: for information only
7. **Committees and Sub-committees**
 - Existing committees – review of terms and conditions/nominations for co-option
 - Application for new committees
8. **To consider any changes to the Standing Orders**
9. **To consider any changes to the Financial Regulations**
10. **To consider approval of Asset Register as at April 2014 and actions to be taken**
11. **To consider approval of Risk Assessment Report as at April 2014 and actions to be taken**
12. **Review of the Council's or Clerk's membership of other bodies.**
13. **To consider the Draft Annual Parish Report for publication**
14. To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillors' and District Councillors' reports

15. Re-convene the meeting

16. **Chairman's Report**

17. **Planning**

Application No:	BA-2014/0134/HOUSEH
Dated:	6 May 2014
Description:	Erection of new staging over existing quay heading
Location:	Yareside Gardens, Riverside Estate, Brundall
Applicant	Mr James Cole

Application No:	20140655 (Broadland District Council)
Dated:	9 May 2014
Description:	Garage Extension to Front of Property (Retrospective)
Location:	5 Strumpshaw Road, Brundall,
Applicant	Mr A Bonham

- To ratify Cllrs Walter, Mickelburgh and Woollestone regarding 4 planning applications determined between meetings:

1. BA/2014/0127/HOUSEH Support.
2. BDC20140576 Have No objection
3. BDC20140576 Support
4. BDC20140615 To be reported

- **To consider proposed comments for the Publication of Site Allocations Development Plan Document (DPD) and Development Management DPD – Proposed submission (Reg 19) versions**

18. **Finance**

- To consider approval of Financial Risk Assessment Report April 2014 and action to be taken
- To consider the Clerk's proposals for the virement of unspent funds to reserves
- To approve the Annual Return for signature by the Chairman and to be sent to Mazars
- To consider a donation application from Brundall Twinning Association
- To consider a donation application from Brundall PCC regarding Braydeston Church grounds
- To consider a donation application from Brundall Scouts
- To approve bills for payment for May 2014 (please refer to the schedule of cheques for approval/signature)
- Membership renewal request from SLCC for £181

19. Parish Clerk's Correspondence:

- **Email from NCC Street Lighting about Brigham Close/Memorial Hall footpath.**

20. Items for next agenda (not for discussion)

21. Date for next Parish Council Meeting 23rd June 2014

22. Public Bodies Admissions Act 1960 – Exclude members of the press and public to discuss a planning item with commercial sensitivity