**Brundall Parish Council**

**To all members of Brundall Parish Council y**ou are summoned to the **Meeting of the Parish Council**, which is to be held via remote access (Zoom) on Monday **26th April 2021** at 7.00 pm for the purpose of transacting the following business: Press and public are permitted.

**Zoom codes:**

**Meeting ID: 844 0255 9804**

**Passcode: 990220**

**Agenda**

1. **Housekeeping**
2. **Apologies for absence - to consider acceptance of reasons for absence**
3. **Declarations of interest on items on the Agenda**
4. **To confirm the Minutes of the meeting held on 22 March 2021**
5. **To report on actions arising from the Minutes not on the Agenda: for information only**
6. **To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillors’ and District Councillors’ reports**
7. **Re-convene the Meeting**
8. **Chairman’s Report**
9. **Council Meetings –**
* to consider the resumption of meetings in person from 7th May
* to consider a government consultation regarding continuance of remote meetings
1. **Parish Council Committee Reports:**
2. **Land Management report (Cllr Abbott)**
3. **CDROB report (Cllr Britt)**
4. **Advisory and Scrutiny Committee; to approve the following documents as recommended at the Meeting held on 6th April 2021:**
* Review of the Internal Control Procedures 2021
* protocol amendments to the Allotment Tenancy agreement regarding eviction
* amendments to the Complaints Policy
* amendments to the Standing Orders
* amendments to the Financial Regulations
1. **Feedback from the Cluster Meeting held on 13th April**
2. **Update from the subgroup on the Sports Hub (Chairman)**
3. **Report by the Memorial Hall Liaison (Cllr Bonham)**
4. **Highways Matters**
5. **Planning applications to consider:**

**20210552; Description**: Demolition of flat roof extension & construction of single storey side extension **Location**: 1 Springdale Road, Brundall, NR13 5QZ Application Type:

**20210442; Description**: Installation of a timber outbuilding **Location**: 23 Station New Road, Brundall, NR13 5PQ Application Type:

**20210426; Description**: First floor extension over garage. **Location**: 94 Lackford Close, Brundall, NR13 5NL Application Type:

1. **To consider signing up to the Armed Forces Covenant for Parish Councils initiative**
2. **Finance:**
* To approve further bills for payment for April 2021 (please refer to the schedule of cheques for approval/signature)
* To confirm the payments for March 2021
* To add a Councillor to the existing HSBC bank mandate
* To convene the finance working subgroup to approve the end of year accounts prior to the annual audit
1. **Parish Clerks Correspondence:**
2. **Items for next Agenda (not for discussion)**
3. **Date for next Parish Council Meetings –**

**Annual Meeting of the Parish Council 5th May 2021**

**Sharon Smyth** Parish Clerk clerk@brundall-pc.gov.uk M:07809 144342

**Claudia Dickson** Deputy Parish Clerk deputy.clerk@brundall-pc.gov.uk M:07769 972902

**Date: 20th April 2021**