

Agenda

Housekeeping

1. **Election of the Chairman of the Council**
2. **Election of the Vice-Chairman of the Council**
3. **To consider apologies for absence**
4. **Declarations of interest on items on the Agenda**
5. **To confirm the Minutes of the Parish Council Meeting held on 22nd April 2024**
6. **To report on actions arising from the Minutes not on the Agenda** (for information only):
 - 2024-0060 – ideas for the barn on Brundall Village Park
 - 2024-0062 – response to the Broads Authority consultation
 - 2024-0067 – planning query regarding new benches outside the Bay Leaf restaurant
7. **Committees, subcommittees, working groups and Outside Bodies**
 - a) To nominate any new members to Committees, sub-committees or working groups
 - b) To appoint the Chairman of the Advisory & Scrutiny Committee
 - c) To approve the Committee list
 - d) To agree the appointment of Members to outside bodies
8. **To consider the following Council documents:**
 - a) Standing Orders
 - b) Financial Regulations
 - c) Effectiveness of Internal Control
 - d) Asset Register as at May 2024
 - e) Risk Assessments
9. **To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillor's and District Councillors' reports**
10. **Re-convene the meeting**
11. **Updates and Reports:**
 - a) Sports Hub sub-group
 - b) Land Management Committee, including:
 - i) Update on the bridge
 - c) Environment Committee
 - d) Brundall Memorial Hall
 - e) Road Safety
 - f) Social Media sub-group
12. **To consider Planning Applications received, including:**
 - a) 2023/3696 - amended application – demolition of existing dwelling, and erection of single storey dwelling with vehicular access at St George, 15 Highfield Avenue, NR13 5NT
 - b) 2023/0369 - appeal of refusal – APP/K2610/W/24/3338694 - Land at Oakhill, Brundall

13. To update on the vacancy for a Parish Councillor

14. To consider how to facilitate the Strategy Day

15. Finance, including:

- i. To approve additional solicitors costs in relation to the Deed of Variation for Brundall Village Park
- ii. To consider a donation request of £200 for camp equipment from 1st Brundall Guides
- iii. To review the bank signatories for Unity Trust Bank, HSBC, and the Broadland Deposit Account
- iv. To review the list of direct debits and standing orders
- v. To consider the final accounts for the year ending 31st March 2024
- vi. To receive and note the Internal Audit Report for 2023-24
- vii. To consider and approve the Governance Statement of the Annual Return for 2023-24
- viii. To consider and approve the Accounting Statements of the Annual Return for 2023-24
- ix. To approve bills for payment for May 2024
- x. To note payments made in April 2024

16. Parish Clerk's Correspondence, including:

- a) Hedgehog highways

17. To update on negotiations with Shell (closed session if required)

18. Items for next agenda (not for discussion)

19. Date for the next Parish Council meeting: 24th June 2024

20. Closed session:

- a) to review payment IP2225

Chadria Dickson

Parish Clerk 13/5/24