

ALDEBY PARISH COUNCIL

You are hereby invited to join a meeting of the Parish Council
to be held at Burgh St Peter Village Hall 5th April 2023 at 7.30pm

Fina Newby

Clerk to the Parish Council

30th March 2023

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

1. **Apologies** – to consider accepting apologies for absence.
2. **Declarations** – To record declarations of interest from Members in any item to be discussed under pecuniary or other.
3. **Minutes** – Confirmation and signing of Minutes of the Meeting held on 1st March 2023 and matters arising from these Minutes (*that are not on the agenda*).
From January Meeting:
 - Item 4 Adjournment – Clerk to ascertain the paint from Clinks Farm for the benches and noticeboards. *Looked and no information found regarding the paint.*
 - Item 7 Parish Lands – memorial plaque update.
4. **Adjournment** – To adjourn the meeting to allow public, County and District Councillors to participate. The Chairman may invite Parishioners questions at this point.
5. **Planning** – No new planning applications at the time of the agenda being published.
 - To receive an update on ENF/1845/BCN/C1 FCC Breach of Conditions notice – Land at Aldeby Landfill site and additional information if received.
6. **Highways** – No new issues at the time of the agenda being published.
 - Clerk to chase the outstanding issues from our village drive around, with Highways..
7. **Parish Land – Discuss and agree any actions:**
 - To receive an update on Sole Bay wood project.
 - To discuss the monkey challenge wall, for agreement next month. Costs are 5m £3750.00 and 10m £5750, all inclusive of installation.
 - To discuss Common Road Playing Field mole problem, and agree any action.
 - Review the Annual Play Inspection and agree any action. *Actions needing doing are gate work and cleaning up.*
 - To note the Lantra tree course is book for DW on 29th June 2023.
 - TW to provide an update on Lily Lane issues.
 - To provide an update on the Beccles Road parking, businesses working from home and wheelie bin issues.
8. **Finance –**
 - To note that we received the refund for the duplicate payment from SNC and this was deposited in the Lloyds Bank account before 31/3/23.
 - To note the unrepresented cheques from last financial year and agree a process.
 - To note that NALC subscriptions for next year are £155.46 and agree action.
 - Payments for Approval.
 - Year-end summary of accounts.
 - To agree the submission of the accounts to PKF Littlejohn as exempt (under 25,000). Payments = £12,490.71 and Receipts = £13,331.02.
 - To note the bank reconciliations for the complete year.
 - To note the Internal Auditor booked for 12th May 2023, 2pm.

9. To receive an update on Lloyds Bank online Banking:

- To review and adopt the instruction for online payments. Agreement from the Parish Council, to amend the Financial Risk Management, the Standing Orders and Financial Regulations to incorporate the change in payment processes. To be reviewed and adopted in May 2023.

10. To receive an update on Barclays Banks, online access, and bank statements:

11. Parish Council – Discuss and agree any actions:

- New policies needed – Policies for spending using the Amenities and Trust Accounts – *to be adopted in June 2023.*
- To discuss the format of the APM and AMPC on 17th May 2023.
- To note some archives have been delivered to the Norfolk Records Office.

12. Correspondence – To distribute any relevant correspondence to councillors.

- To discuss the Service 86 Passenger Consultation and provide a reply by 17th April 2023.
- To discuss the website correspondence regarding Haddiscoe new landfill site

13. Any issues or information from the Councillors:

14. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:

- To discuss the Clerks yearly review: If acceptable discuss the pay review.

Date of next meeting: 17th May 2023, Annual Parish Meeting and Annual Meeting of the Parish Council.

<https://www.aldeby-pc.org.uk/>

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Facebook – Aldeby Parish Council

Tina Newby, Clerk to Council

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