

# LESSINGHAM PARISH COUNCIL

*Serving the communities of Lessingham, Hempstead and Eccles on Sea*

Tel: 01493 253041; Email: [lessinghamclerk@gmail.com](mailto:lessinghamclerk@gmail.com)

Chairman: Mr Peter Peruzzi

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 Lessingham and Hempstead with Eccles Parish Council on **Tuesday 9<sup>th</sup> May 2023, at 7.30pm** at **Lessingham Village Hall** for the purpose of transacting the following business:

**C Moore, Parish Clerk 2<sup>nd</sup> May 2023**

- 1. Election of Chairman**
- 2. Election of Vice Chairman**
- 3. Register of Interest Forms**
- 4. Co-option of Parish Councillors**
- 5. To consider apologies for absence**
- 6. Declaration of interest for items on the agenda and applications for dispensation**
- 7. To confirm the minutes of the last meeting held Tuesday 14<sup>th</sup> March 2023**
- 8. Update on matters arising from minutes, if any**
  - a) Hedge Cutting – Bridleway – Update (R Price)
  - b) Unity Trust Bank Account Opening– Update (Clerk)
  - c) Telephone Box Refurbishment – update (A Cull / J Holden)
  - d) Bush Estate Faulty Phone Box – update (J Boardman)
  - e) Environment Agency Sea Defence Works – update on concerns (L Shires / R Price / P Peruzzi)
  - f) Parish Council Website – Update (Clerk)
- 9. Public Forum**
  - a) Public
  - b) County / District Councillors
  - c) Police
- 10. Planning**
  - a) New Applications
    - i) None
  - b) Applications Considered Between Meetings
    - i) PF/23/0632 Tresillian, Bush Drive, Eccles on Sea: Single storey rear extension to dwelling.  
**NO OBJECTIONS**
  - c) Decisions
    - i) PF/22/2756 The Den, Beach Road, Eccles-on-Sea: Erection of front porch. **APPROVED**
- 11. Finance**
  - a) Financial update 2023/24 and note financial receipts since the last meeting
  - b) Year End Finances 2022/23
  - c) Receive Internal Audit Report
  - d) Approve Annual Governance Annual Return
  - e) Insurance Renewal
  - f) To consider renewal of Norfolk ALC subscription and quote from Norfolk PTS
  - g) To consider payment of the following:

i. C Moore	Salary – Mar – Apr 23 & Expenses	£290.99
ii. HMRC	PAYE – Mar – Apr 23	£69.60
iii. Information Commissioner	Annual Subscription Fee	£35.00
iv. C Moore	Reimbursement – Website	£129.60
- 12. Correspondence and Consultations**
  - a) General Correspondence

**13. Other Matters**

- a) Review Standing Orders and Financial Regulations
- b) Adopt Statement of Internal Control; and Risk Assessments
- c) Adopt Data Protection Policy and Privacy Statement
- d) Adopt Social Media Policy
- e) Adoption of General Power of Competence

**14. Reports from Councillors (for information only) and items for the next agenda**

**15. To confirm date of next meeting: Tuesday 11<sup>th</sup> July 2023 at 7.30pm at Lessingham Village Hall**