

Stoke Holy Cross Parish Council
A meeting of the Annual Parish Council will be held at the Pavilion on
Thursday 12th May 2022 at 7.30 pm
AGENDA

Public Participation: There will be an opportunity for parishioners to ask questions and comment on items on this agenda at the beginning of the meeting, which may help Councillors with their decision making. County and District Councillors may also give their reports at this time. **Please keep your comments brief.**

1. To elect the Chair.
2. To elect the Vice Chair.
3. To receive apologies for absence.
4. To receive any disclosures of interests and to consider any dispensations request, not already lodged with the Monitoring Officer, in items to be discussed.
5. To close the Meeting for questions from members of the public and to receive reports from District and County Councillors.
6. To approve the minutes of the Parish Council Meeting held on 31st March 2022.
7. To authorise the Year End Accounts (March 2022) for PKF Littlejohn External Auditors and complete the Annual Return.
 - 7.1. Completion of review of effectiveness of internal controls and completion of checks for 4th quarter by Internal Audit Control Officer
 - 7.2. To receive Internal Auditor's report and consider recommendations
 - 7.3. To approve the Annual Governance Statement 2021-2022 AGAR.
 - 7.4. To approve the Accounting Statements 2021-2022 AGAR.
 - 7.5. To appoint a Councillor as Internal Audit Control Officer for the coming year
8. Finance:
 - 8.1. To approve the payment of accounts list
 - 8.2. To approve the CIL Annual Report 1st April 2021 to 31st March 2022
 - 8.3. To consider any grant requests
9. To elect Parish Council Committee members for the:
 - 9.1. Playing Field Committee (4)
 - 9.2. Planning Committee (4)
 - 9.3. Data Protection Committee (3)
10. To elect representatives for the following;
 - 10.1. Six Strategic Group Meetings (2)
 - 10.2. Allotment Association (1)
 - 10.3. Pre- School (1)
 - 10.4. New Pavilion Working Group (3).
 - 10.5. Facebook Page (2)
 - 10.6. SAM2 Machine (2)
 - 10.7. Weekly and Monthly Play Area Inspections (2)
11. To receive an update from the New Pavilion Working Group
12. To consider Planning Applications listed below and any received after this agenda is posted.

2022/0698: Land adjacent to 51 Broomefield Road; New two storey dwelling with associated driveway extension.

2022/0809: 45 Broomefield Road; Two storey rear extension.
13. To receive consultees reports on any recent planning decisions made by SNC.

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2022/0258: The Hayloft, 30A Poringland Road; Single storey side extension – **Approval with conditions.**

2022/0352: 88 Norwich Road; First floor extension – **Approved with conditions.**

14. To receive a report from the Clerk including progress on items from the last meeting not on the Agenda
15. To receive an update from the Wildflower meadow working group
16. To receive an update from the Platinum Jubilee working group
17. To confirm the date of the next Parish Council meeting, which will be held on Thursday 23rd June 2022 and receive items for the next Agenda.
18. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of Staff matters
 - 18.1. To acknowledge resignation from clerk
 - 18.2. To discuss next steps for new clerk
 - 18.3. To appoint Caretaker, agree rates of pay and job description
 - 18.4. To appoint Cleaner, agree rates of pay and job description

All members of the Parish are welcome to attend

Posted by *A Rose ~ Clerk*
7th May 2022

S Collins ~ Chair