



## NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a Meeting of Poringland Parish Council at 7pm on Wednesday 1<sup>st</sup> February 2023 at Poringland Community Centre.

Members of the Public are able to access the meeting via this [Link to the Meeting](#).

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The Business to be Transacted is as Follows:

1. Election of Chair
2. To Record Apologies for Absence
3. Election of Vice Chair
4. To Receive Declarations of Interest
5. To Agree Minutes of the Meeting on 11<sup>th</sup> January 2023
6. Matters Arising, including Clerk's Report
7. Adjournment for Public Participation, County and District Council Reports, and Councillors with any Pecuniary Interests
  - a) District Council Report (7 minutes)
  - b) County Council Report (5 minutes)
  - c) Public Participation (15 minutes)
  - d) Police Update
8. Planning
  - a) To Consider Applications Received
    - i. 2023/0059 - Proposal: Proposed single storey and two storey rear extensions. (Resubmission of 2022/1245)  
Location: 91 The Street Poringland Norfolk NR14 7RQ
    - ii. 2023/0085 – Proposal: Conversion of garage to amenity room and workshop (Retrospective)  
Location: 65 Framingham Crescent Poringland Norfolk NR14 7TT
  - b) To Note Planning Decisions
    - i. 2022/2150 - Proposal: Proposed garage  
Location: 63 The Street Poringland Norfolk NR14 7RE  
Decision: Withdrawn
9. Finance
  - a) To Receive Receipts, Payments, and Bank Reconciliation up to 31<sup>st</sup> December 2022
  - b) Accounts for Payment
    - i. To agree accounts for payment
    - ii. To agree accounts for payment with pecuniary Interests
    - iii. To agree the additional payment list provided
    - iv. Confirm councillors who will approve payments in February
  - c) To consider a donation request.
  - d) To consider the Internal Auditors 1<sup>st</sup> Interim Report following visit.

- e) To confirm the Parish Councils subscription to NPTS in April and to not renew subscription with Norfolk ALC.

**10. To Approve the Enrolment of the Parish Council onto a HR and Payroll Package.**

**11. To Consider the Offer of Additional Grit Bins for the Parish by County Councillor Vic Thomson**

**12. To Receive Update on Van Lease Rental and Agree an Option to Obtaining a Parish Vehicle**

**13. To Receive Updates and Consider Recommendations from Advisory Groups**

- a) Amenities Advisory Group
- b) Community Land Advisory Group
- c) Events 2023

**14. To receive proposal to close the meeting for item 15 under section 1 para 2 of the Public Bodies (Admission to Meetings Act 1960 as it refers to terms and conditions of service of employment and sensitive information including GDPR)**

**15. To receive an HR update**

**16. Date and Time of Next Parish Council Meeting**

- a) Confirm dates of Full Parish Council and Advisory Group meetings for 2023.
- b) The next Parish Council meeting Wednesday 1<sup>st</sup> March 2023, 7pm at Poringland Community Centre unless otherwise advised.

*Dated: 26<sup>th</sup> January 2023*

*Parish Clerk: Charlotte Hummel*

 01508 492182

 Poringland Community Centre, Poringland NR14 7WB

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