



# PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB

Tel: 01508 492182 Email: [clerk@poringland-pc.gov.uk](mailto:clerk@poringland-pc.gov.uk)

Website: [www.poringlandparishcouncil.gov.uk](http://www.poringlandparishcouncil.gov.uk)

Clerk to The Council: Charlotte Hummel

## NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Meeting of Poringland Parish Council at 7pm on Wednesday 11<sup>th</sup> October 2023 at Poringland Community Centre.

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

---

The Business to be Transacted is as Follows:

1. To Receive and Approve Apologies for Absence
2. To Receive Declarations of Interest
3. To Agree Minutes of the Meeting on 13<sup>th</sup> September 2023
4. Matters Arising, including Clerk's Report
5. 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) Police Report/Update (5 minutes)
  - d) Public Participation (15 minutes)
6. To Consider the Applications Received for Co-option of the Two Vacancies onto the Parish Council
7. Planning
  - a) To Consider Applications Received
    - i. 2023/2619: Proposal: Re-render dwelling and replace a selection of windowsills  
Location: 5 Rectory Lane Poringland Norfolk NR14 7ST
    - ii. 2023/2739: Proposal: Re-rendering to the front of the property  
Location: 19 Howe Lane Poringland Norfolk NR14 7LQ
  - b) To Note Planning Decisions – None at Time of Publication
  - c) To Note the Enforcements currently in progress in Poringland.
8. Finance
  - a) To Note Receipts, Payments, and Bank Reconciliation up to 30<sup>th</sup> September 2023
  - b) Accounts for Payment
    - i. To agree accounts for payment
    - ii. To agree the additional payment list provided.
    - iii. Confirm councillor who will approve payments.
  - c) To Receive Final Audited Accounts from PKF Littlejohn for 2022/2023.
  - d) To Note that the First Internal Audit will take place on 25<sup>th</sup> January 2024.

9. To Approve the New Councillor Co-Option Policy
10. To Review the Transfer of Open Space Land and Conveyance Plan at Rosebery Park in Preparation for Transfer.
11. To Approve the Transfer of Open Space and Play Equipment at Clements Gate from BDW Homes and Appoint Two Councillors to Sign in Front of the Clerk.
12. To Approve EV Charging Points being Installed at the Community Centre by Norfolk County Council.
13. Update on Plans for Five Ways Roundabout.
14. To Receive Updates and Consider Recommendations from Advisory Groups
  - a) Events Advisory Group
  - b) Community Centre Advisory Group
15. To Receive Proposal to Close the Meeting for Item 16 Under Section 1 Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 HR updates.
16. HR Advisory Group Update.
17. Date and Time of Next Parish Council Meeting

The next Parish Council Meeting will take place on Wednesday 8<sup>th</sup> November at 7pm at Poringland Community Centre unless otherwise advised.

*Dated: 6<sup>th</sup> October 2023*

*Parish Clerk:*

