



PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB
Tel: 01508 492182 Email: clerk@poringland-pc.gov.uk
Website: 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 13th September 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 Appoint a Chair to the Parish Council
2. To Receive and Approve Apologies for Absence
3. To Receive Declarations of Interest
4. To Agree Minutes of the Meeting on 12th July 2023
5. Matters Arising, including Clerk's Report
6. 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
7. Planning
 - a) To Consider Applications Received
 - i. 2023/2142: Proposal: Single storey side and rear extension
Location: 1 Glenn Road Poringland Norfolk NR14 7LL
 - ii. 2023/2383: Proposal: Non-material amendments of 2022/2423 - Remove all chimney's from the two dwellings
Location: 11 And 12 West View Poringland Norfolk NR14 7LW
 - iii. 2023/2523: Proposal: Reserved matters for appearance, landscaping, layout and scale following outline permission 2021/0488.
Location: Land to the North of Heath Loke Poringland Norfolk
 - b) To Note Planning Decisions
 - i. 2023/2383: Proposal: Non-material amendments of 2022/2423 - Remove all chimney's from the two dwellings
Location: 11 And 12 West View Poringland Norfolk NR14 7LW
APPROVED
 - c) To consider Poringland Parish Councils Support to Caistor St Edmund and Bixley Parish Council in respect of planning application 2022/2148.
8. Finance
 - a) To Note Receipts, Payments, and Bank Reconciliation up to 31st August 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 Fully Audited Accounts for 2022/2023.
- d) To Receive Quarter 1 budget review from the Finance and Governance Advisory Group.

9. To Consider Norfolk Constabulary's Request to Change the Wooden Entry Door to a Glass and Aluminium Door to Match Existing Community Centre Windows and Doors.

10. To Approve the Quote of a New Laptop for the Clerk.

11. To Agree Quotations or Assign Delegated Authority to the Clerk for works to be carried out at the Community Centre Roof and Windows.

12. To Consider a Request from Welcome Home and Playing Field Trust Trustees for the Purchase of Door Entry Software.

13. To Approve Works for Piping to The Ditch Off the Community Land.

14. To Approve a Quotation for Pond Clearance of the Memorial Pond.

15. To Receive Updates and Consider Recommendations from Advisory Groups

- a) Events Advisory Group
- b) Community Land Project
- c) Amenities – Woodland Tree Management

16. To Receive Proposal to Close the Meeting for Item 17 Under Section 1 Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 as it refers to Service of Employment

17. Staffing Update

18. Date and Time of Next Parish Council Meeting

The next Parish Council Meeting will take place on Wednesday 12th October at 7pm at Poringland Community Centre unless otherwise advised.

Dated: 7th September 2023

Parish Clerk:

