



## Great Ellingham Parish Council

10 Old Rectory Close, Mulbarton, NR14 8LX

01508 570700

E-mail: [gepcclerk@gmail.com](mailto:gepcclerk@gmail.com)

Dear Councillor, You are hereby summoned to attend the annual meeting of Great Ellingham Parish Council to be held on **Wednesday 18 May 2016** commencing 7.30pm at the recreation centre for the purpose of transacting the following business

Anne Rayner, Parish Clerk

### AGENDA

1. To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office.
2. To elect a Vice-Chairman and receive the Vice-Chairman's declaration of acceptance of office.
3. Open Forum – An opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors, if available.
4. To consider apologies for absence
5. To receive any declarations of interest in any item on the agenda.
6. To confirm the minutes of the meeting of 20 April 2016.
7. To report matters arising not on the agenda and hear the Chairman's report.
8. To review and agree Councillor duties for the forthcoming year.
9. To hear of planning decisions:
  - a) None to report.
10. To consider planning applications, including:
  - a) 3PL/2016/0383/F – Rose Farm, Bow Street – Erection of dwelling
  - b) 3PL/2016/0410/LB – 11 Church Street – Internal alterations, block up external door etc
11. To consider the following payments:

a) Clerk salary May 2016:	£151.19
b) Clerk's expenses:	£ 30.62
c) Tower Mint Ltd :	£534.36
d) P James Internal audit fee	£ 68.25
12. To consider and note correspondence received, including:
  - a) Norfolk Trading Standards Market Fair Scheme
13. To give further consideration to the provision of a head cam for the road traffic patrol.
14. To consider information relating to the creation and adoption of a neighbourhood plan.
15. To review the internal auditor's report and end of year finances, in order to approve the relevant sections for the external audit form.
16. To consider changing banking provider to Lloyds Bank PLC.
17. To consider items from Councillors
  - a) Posters on the railings near the school
  - b) Information for noticeboards
  - c) Lack of notice re 20 mph flashing sign
  - d) Potholes
  - e) Items for the SNAP meeting
18. To confirm the date of the next meeting as Wednesday 15 June 2016 to be held at the Recreation Centre.