

WITTON & RIDLINGTON PARISH COUNCIL

Meadowcroft, 40 Cromer Road, Mundesley, Norfolk, NR11 8DB

Tel: 07900 957888. Email: wittonandridlingtonpc@outlook.com

Chairman: Mr Richard Barker

Parish Clerk: Denise Revell

20th September 2022

Dear Sir/Madam,

You are hereby summoned to attend the **Ordinary meeting** of **Witton & Ridlington Parish Council** on **Wednesday 28th September 2022, 7.00pm** at **Witton and Ridlington Village Hall** for the purpose of transacting the following business:

D Revell

Parish Clerk

AGENDA

1. **To observe two minutes silence for Her Majesty Queen Elizabeth II**
2. **Apologies for Absence**
 - 2.1 To consider and agree apologies for absence, Declarations of interests and requests for dispensation
3. **Minutes of previous meetings**
 - 3.1 To agree and sign the minutes of the Ordinary Council Meeting held on the **28th July 2022**
4. **Chairman's Report**
5. **Presentation from Vattenfall**
6. **Public Participation Time**

The meeting will be adjourned for a period specified in the Resolution (no longer than 15 minutes) to allow Members of the Public, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak. Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.
7. **Matters arising from previous meetings**

To report on progress on items from previous meetings. No decisions may be taken.

 - 7.1 Vattenfall have been invited to the next meeting of the Parish Council, See Item 5
 - 7.2 SAM2 signs have been ordered, awaiting delivery
 - 7.3 Savings Accounts have been investigated - see 8.4
 - 7.4 Antisocial behaviour at Ebridge Mill reported to the police and email sent regarding Safer Neighborhood Teams meetings
 - 7.5 Missing council minutes are being looked into

8. **Planning**

9. **Finance**

- 9.1 To consider and agree the bank reconciliation of accounts
- 9.2 To consider and agree Payments and receipts
- 9.3 To consider and agree the budget
- 9.4 To consider and agree the savings account for Council
- 9.5 To consider and agree opting out of the external auditors
- 9.6 To consider and agree maintenance of Assets
- 9.7 To consider and agree to donate to the Village Hall

10. **Policies, Documents, Communications and Training**

- 10.1 To consider and agree the document retention document
- 10.2 To consider, agree and sign the agreement for the SAM2 signs
- 10.3 To consider and agree actions regarding the Missing Council Minutes

11. **Events**

- 11.1 To consider and agree arrangements for the Coronation

12. **To report any other business**

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

13. **Correspondence**

None

14. **Exclusion of the press and public**

Exclusion of the Press and Public To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to employment and legal issues,

- 13.1 To Consider and agree who to carry out the Clerks Appraisal
- 13.2 To consider and agree paying for the Clerk to obtain FILCA qualification

15. **Date of Next Meeting**

To confirm that the date of the next meeting of the Parish Council will be on 9th November 2022 at 7pm at Witton Village Hall