

WITTON & RIDLINGTON PARISH COUNCIL

Jubilee Farm, Fleggburgh Road, Rollesby, Norfolk NR29 5HH

Tel: 01493 253041; Email: wittonandridlingtonpc@outlook.com

Chairman: Mr Clive Stockton

Parish Clerk: Mrs Catherine Moore

To Members of the Council,

You are hereby summoned to attend an electronic meeting¹ of Witton & Ridlington Parish Council on **Tuesday 4th May 2021, 8pm** for the purpose of transacting the following business:

C Moore Parish Clerk 27th April 2021

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **To consider apologies for absence**
4. **Public Forum**
 - a. Public
 - b. County / District Councillors
5. **Declaration of interest for items on the agenda and applications for dispensation**
6. **To approve the minutes of the meeting held on 16th March 2021**
7. **Matters Arising from the Minutes**
 - a. Dog Bins – update on installation
 - b. Maintenance of Notice Boards
 - c. Sign for the village sign area
 - d. Rented Land in Witton – updated on rental agreement
8. **Finance**
 - a. Financial Update 2021/22
 - b. Review of Internal Controls
 - c. Receive Internal Audit Report and Action Plan
 - d. Approve Annual Governance Annual Return
 - e. To consider payment of the following:
 - i. C Moore Salary and Expenses £390.12
 - ii. HMRC PAYE £0.00
 - iii. Michael Falcon Rent Review Negotiations £300.00
 - iv. Norfolk ALC Subscription £113.04
 - v. Countrystyle Recycling Glass Collection £18.00
 - vi. Sonya Blythe Internal Audit £40.00
 - vii. Zurich Town and Parish Insurance £TBC
9. **Correspondence and Consultations**
 - a. Request from Cley Parish Council for feedback on the NNDC planning department
 - b. Issues of encroachment on Crostwright Common
 - c. General Correspondence
10. **Planning**
 - a. New Applications
PF/21/1026 Cornucopia, The Street, Ridlington: Single storey front extension to dwelling.
11. **Other Matters**
 - a. Vattenfall – Update
 - b. Phone Boxes: Defibrillator for Ridlington; and future use of Witton

¹ Members of the public wishing to observe the meeting can access it by downloading the Zoom app and joining the meeting from 7.55pm using the following credentials:

- c. To agree methods of working until the Council is able to meet; and safe meeting methods for physical meetings

- 12. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) act 1960, because of the confidential nature of the business to be transacted, the public and press should leave the meeting during consideration of the following matter**
 - a. Communication from tenant of common land, Witton
- 13. Date of Next Meeting: Tuesday 20th July 2021, 7pm, Witton & Ridlington Village Hall or via Zoom, depending on government guidance in place.**