

Great Snoring Parish Council

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To: A Cooper, J Lockhart (Vice-Chair), T Norman, D Spiteri, V Thompson (Chair), J Tibbitts

Cc: T FitzPatrick (District Councillor), M Dalby (County Councillor), SNT Wells

**You are summoned to a Meeting of Great Snoring Parish Council
on Thursday 8 September 2022 at 7:00 pm in the Social Club**

Signed _____

Date.....

AGENDA

Welcome

- 1) **Apologies** and reasons for absence.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the items listed below.
- 3) **Minutes of the previous Meeting** – 6 July to be approved for signing.
- 4) **Matters arising:** Progress on items from previous meetings for information or reminders only. Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- 5) To consider **co-opting** to fill the vacancy.
 - a) new councillor to complete a declaration of office
- 6) **The Meeting will be temporarily closed** for Parishioners to express any concerns they have and for reports from the District and County Councillors.
The Chair will re-open the meeting.
- 7) **Planning**
 - a) **Proposals** received from NNDC since the last meeting:
 - b) **Decisions** made by NNDC
 - i) PF/22/1175 & LA/22/1176: Conversion of outbuilding to one unit of holiday accommodation at **Top Farm**. APPROVED.
 - c) **Other planning matters**
 - i) **Empty home on Fakenham Road**
- 8) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
 - a) **Items to report**
- 9) **Street furniture / Environment**
 - a) Request for **Kissing Gate** to be added to the Definitive Map. The Case Officer at the County Council has asked for reasons why the parish council feels it is necessary to keep the gate in situ. This is because the Ramblers (who are consulted on these issues) say that gates are only usually permitted on footpaths to prevent livestock from escaping from fields and they question the reason for the gate being in situ today. If it is to prevent cycle use then it is felt that the ease of use of the path by people with mobility issues or in wheelchairs should outweigh the need for the gate, something which NCC would agree with particularly when it is an objective of the Norfolk Access Improvement Plan to create better access for disabled people.
 - b) **Notice board:** repairs to be carried out by Wells Men's Shed. Two supporting posts required (5ft 6in tall and 3.75in thick).
 - c) **Bench:** repainting / staining
 - d) **Litter Pick:** set a date

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- e) **Verges and Gurney's Ground:** FT Grounds Maintenance did not carry out the cuts in July as there was no growth. They will do these cuts in November.

10) Allotments and Gurney's Ground

- a) Progress report on project **playground** equipment for Gurney's Ground.
b) **Hedge** cutting
c) To note that the **allotment rent** for a full size plot is increasing this year from £24 to £30 per annum.
d) **Pest control:** to consider if pest control is still required and whether to continue with the current company or to use a more local service.

11) Parish Clock

- a) To confirm volunteer/s to clean the clock room regularly (covering the mechanism with a plastic sheet while doing so to prevent dust getting in).

12) External Audit

- a) Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**. The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments. **All authorities require an appointed external auditor** even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors. During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

13) Newsletter

14) Financial business

- a) **Receipts** 1 June - 29 July: interest 10p.
b) **Regular payments** 1 June – 29 July: FT Grounds Maintenance £121.80; salary & on costs
c) **Balances as at 29 July 2022:** Current ac: £13,304.38; Savings acc (allotment deposits): £332.43; Defib savings £109.64 & chq ac 3p; Clock savings £585.99 & chq ac £3.
d) **To note statement of accounts compared to budget**
e) **To approve the following payments:**

15) Payee	Cheque no	Amount	Date
Countrystyle Recycling Ltd (bottle bank)	100451	£7.20	12/08/22
J Otte (for Rodent Services quarterly charge)	100452	£76.80	12/08/22
Joanna Otte (expenses and photocopying)	100453	£23.89	
Vanessa Thompson (wood stain for bench & notice board – B&Q)	100454	£38.00	
Walsingham Parish Council (newsletter August)	100455	£9.60	
Gt Snoring Social Club (hire of hall for meeting)	100456		

- 16) **Correspondence:** mail circulated as usual via email

- 17) **Items for report or placing on the agenda for the next Meeting.**

- 18) Date of the next meeting: change to **Thursday 3 November 2022 at 7 pm** in the Social Club