

DEOPHAM & HACKFORD PARISH

To Members of the Council

You are hereby summoned to attend the meeting of Deopham & Hackford Parish Council at Gralix Hall, Deopham on
Wednesday 1st June 2022 at 7.30pm.

The Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session.

AGENDA

1. To receive and accept apologies for absence
2. To receive declarations of interest in items on the agenda and consider any requests for dispensations
3. To approve and sign the minutes of the Annual Parish meeting on 4th May 2022
4. To approve and sign the minutes of the Annual Parish Council Meeting on 4th May 2022
5. To report on progress of matters arising from previous meetings and review the action log
6. To consider making a donation to High Oak PCC for churchyard maintenance 2021-22 and 2022-23
7. Finance - To receive the bank reconciliation for May 2022 and to ratify or approve the following payments:

	Payment Description	Amount
7.1	Playing Field Rent 2022	£400.00
7.2	Donation to High Oak PCC – Churchyard maintenance	£300.00 TBC
7.3	Jaqueline Phoenix – Reimbursement for maintenance (Re-issue for lost cheque)	£33.96
7.4	Ms Sandra A Lain – Internal Audit 2021-22	£50.00
7.5	Insurance 2022-23 (TBC)	£496.32 TBC
7.6	Norfolk Parish Training & Support – Invoice for Councillor training	£44.00
7.7	Norfolk Parish Training & Support – Subscription fee 2022-23	£78.75
7.8	Jordana Wheeler – Salary & Expenses (May 2022)	£183.86

8. To consider matters in relation to the annual audit for financial year 2021-22
 - 8.1. To consider the Internal Auditors report for the financial year ending 31 March 2022 and consider recommendations
 - 8.2. To agree the accounts for the financial year ending 31 March 2022.
 - 8.3. To consider the assertions on, and complete, the Annual Governance Statement 2021-22 and to authorise the Clerk and Chairman to sign.
 - 8.4. To consider and approve the Accounting Statements 2021-22 and to authorise the Chairman to sign.
 - 8.5. To consider whether to exempt the Council from an external audit and if so to authorise the Clerk and Chairman to sign the form.
9. To agree insurance cover for 2022-23
10. To agree the purchase of a replacement computer and printer
11. To consider a complaint in relation to the new dog bin on Church Road
12. To consider repairs on the dog bin on the junction of Church Lane and Park Lane
13. To consider maintenance works to the village sign
14. To consider matters in relation to the replacement play equipment and new car park
 - 14.1. To receive an update on the planning application for the new entrance and agree any actions

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- 14.2. To consider quotes and agree a supplier for the new play equipment
- 14.3. To agree a grant application submission to the Community Action Fund
- 15. To agree the appointment of trustees to the Hackford Fuel Allotment charity
- 16. Correspondence
 - 16.1. A11 Spooner Row to Tuttle Interchange Reconstruction Scheme – Contraflow Bulletin
 - 16.2. Consultation for a Public Space Protection Order in relation to dog fouling/restrictions
- 17. Opportunity for Public Participation
- 18. To confirm the date of the next meeting – Wednesday 6th July 2022 at Galix Hall

