

LUDHAM PARISH COUNCIL

You are cordially summoned to attend a meeting of **Ludham Parish Council** to be held on Tuesday 4th June 2024 in the Church Rooms at 7.30pm

Jo Beardshaw

Clerk.

AGENDA

1. Welcome to the public. Apologies for absence
2. Declarations of interest: Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council's (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial
3. To consider and approve the minutes of the Full Council Meeting on Tuesday 7th May 2024 and consider outstanding matters
4. **To note items of correspondence**
 - a. RPII play inspector options
 - b. NNDC. Grit bin audit.
 - c. Friends of Ludham School report
5. **To hear Parish Councillor Reports**
 - a. Cllr Wall. Playground report
 - b. Clerk. Information regarding Highways / County Councillor allocation to each village.
 - c. Cllrs Monk / Tubby. Hedge cutting contractor recommendations
 - d. Cllr Routledge. Womack Staithe Trust
6. **Adjourn meeting for Public session/Comments on planning applications and any other matters.**
County / District Councillor Reports

Reconvene meeting.

7. **To discuss agenda items:**
 - a. To receive the SAM2 information for the month.
 - b. To consider fireworks purchase for New Year's Eve
 - c. To consider signage recommendations from the police and the school and a potential Parish partnership funding solution.
 - d. To receive and consider the Internal Audit report for the 2023/2024 Annual Governance and Accountability Review
 - e. To consider and approve the Annual Governance statement for the 2023/ 2024 accounts
 - f. To receive, consider and approve the Annual Accounting Statement for the 2023 / 2024 accounts.
 - g. To note the period for public rights and publication of the unaudited Annual Governance and Accountability Return will be 17th June 2024 to 26th July 2024
 - h. To note the bank reconciliation for the financial year 2023/2024
8. **Planning applications:**
 - a. **To consider and agree responses to planning application as follows:**
 - i. PF/24/0542. 18 Grange Close. Demolition of sloped roof on part of house and new flat roof; reconstruction of conservatory. Decision made prior to meeting due to time constraints.
 - b. **To receive decisions regarding applications:**
9. **Finance**
 - a. To confirm that the Chairman has signed and agreed a bank reconciliation for the previous month's finances.

b. Payments

<u>VAT date</u>	<u>Format</u>	<u>Payee</u>	<u>Detail</u>	<u>Amount £</u>	<u>Inc VAT £</u>
	DD	Peakes	Grass cutting	509.00	
	BACS	Clerk	Salary and expenses	748.47	
	BACS	NPF	Pension (partly paid by Clerk)	227.24	
	BACS	HMRC	Tax (paid by Clerk)	104.43	
	BACS	NALC	Additional fee for website hosting as no longer a member of NALC	£35.00	

c. Receipts

10. To discuss any further items at the Chairman's discretion

11. To agree upon items for the Parish News

12. To confirm that the next meeting of the Parish Council will take place on Tuesday 6th August 2024 in the Church Rooms at approximately 7.30pm. There is no meeting in July 2024