

## **HEVINGHAM PARISH COUNCIL**

Clerk: Mrs Karen N Medler  
Oak House, 8 The Turn, Hevingham  
Telephone: 01603 754134 Email: [hevinghampc@live.co.uk](mailto:hevinghampc@live.co.uk)

### **NOTICE OF MEETING and SUMMONS TO ATTEND**

The annual meeting of the Parish Council will be held on  
Tuesday 2<sup>nd</sup> May 2017 in Hevingham Village Hall

### **AGENDA**

1. To receive apologies for absence (telephoned to the Clerk in advance)
2. Appointments:
  - a) Election of Chairman and signing of Acceptance of Office
  - b) Election of Vice Chair
  - c) To agree appointment of Village Hall representative
  - d) To agree appointment of Allotment Committee
  - e) To agree appointment of Youth Advocate
3. To receive Declarations of Interest and consider any requests for Dispensation
4. To accept the minutes of the Council meeting held on 4<sup>th</sup> April 2017
5. To report on matters arising from the previous meeting not on the agenda
6. Matters for Discussion and Action:
  - a) **Saffron Housing** - to receive presentation and answers to any questions from Saffron Housing on their proposed plans for land owned on Westgate and to consider the Councils position
  - b) **Herbert Phillip Fund** – to receive updates on agreed projects and agree any necessary action
  - c) **Planning**
    - i) 20170523 – Cobble Acre Park, Brick Kiln Road – Relocated, dedicated area for caravans
    - ii) Updates and to note BDC's current review of how plans are consulted on
  - d) **John Hall Charity** – to receive accounts for the year ending 31<sup>st</sup> March 2017
  - e) **Finance**
    - i) To agree accounts for payment including insurance for the year
    - ii) To agree accounts for year ending 31<sup>st</sup> March 2017
    - iii) To receive Internal Audit report and complete External Audit form
  - f) **Parish Partnership Bid** – to review situation from last meeting and agree way forward
7. Matters to report:
  - a) **Correspondence**
  - b) **Clerks report**
  - c) **Youth Advocate report**
  - d) **Village Hall report**
  - e) **Annual Police report and figures for February**
  - f) **District and County Councillors reports**
8. Public Participation
9. Matters for future discussion and to note date of next meeting – 6<sup>th</sup> June 2017