

# Bacton Parish Council

## To Members of Bacton Parish Council

You are duly summoned to attend a Annual Council meeting of Bacton Village Hall, to be held  
on

Monday 20th May 2024 at 7.00pm

at Bacton Village Hall

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (07588 734168 or email parishclerk@bacton-pc.gov.uk) at least 24hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press Photographing, recording, and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

## A G E N D A

1	<b>Election of Chair:</b> To elect a Chair of the Council and to receive the Chair's declaration of Acceptance of Office.	
2	<b>Apologies for absence:</b> To receive any apologies and to approve the reasons for absence.	
3	<b>Declarations of Interest and Dispensation Considerations</b> a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. b. To declare any Other Disclosable Interests in items on the agenda, and their nature. c. To receive and consider any request for dispensations.	
4	<b>Minutes of previous meetings</b> a. To agree the minutes of the Meeting of the Parish Council held on 8th April 2024 and to authorise the Chair to sign them as a true record. b. To review the Action Log resulting from the minutes held on 8th April 2024.	
5	<b>District &amp; County Councillor Reports</b> a. To receive a report from District Councillor, Andy Mellen. b. To receive a report from County Councillor, Andrew Stringer.	
6	<b>Public Forum</b> Residents are invited to give their views or question the Council about issues on this agenda or to raise issues relating to the parish for future consideration. The time allocated will not normally exceed 15 minutes and is at the discretion of the Chair.	by 7.30

7a	<p>Planning: To consider responses to planning application consultations as listed below and any others that come to hand prior to the meeting.</p> <p><b>i. DC/24/01867 - Prettys House Church Road Bacton</b>  <i>Construction of 14No solar panels to roof of cartlodge.</i></p> <p><b>ii. DC/24/01737 -15 Buckingham Way Bacton</b>  <i>Application to Determine if Prior Approval is Required for a Construction of single storey rear conservatory</i></p> <p><b>iii. DC/24/01672 - Cuttings Barn Earls Green Road Bacton</b>  <i>Householder Application - Conversion of, including alterations and extension to existing cartlodge to provide annexed accommodation for family members and erection of new cartlodge.</i></p> <p><b>iv. DC/23/05077 - Former Bacton Community Middle School</b>  <i>Submission of Details, Reserved Matters application for Outline Planning Permission DC/17/03799 - Appearance, Landscaping, Layout and Scale to be considered for erection of 50no dwellings, a 3G football pitch, car parking and associated infrastructure including drainage and highway works.</i></p> <p><b>V. DC/19/02542 Land South West Of Wyverstone Road</b>  <i>Application under S73a for the Removal or Variation of a Condition following grant of DC/19/02542 -Erection of 64No dwellings.To Vary Condition Number 6 (WALL AROUND PARKING AREA) to omit the wall and erect wooden fencing.</i></p>	
7b	<p>Planning: To receive any updates on planning applications considered previously. <b>None to report</b></p>	
8	<p><b>Group Reports</b> - To receive reports, recommendations and updates as follows and to determine action as appropriate:</p> <ol style="list-style-type: none"> <li>a. <b>Community events:</b> To discuss a budget for the Village Fete.</li> <li>b. <b>Village Greens and Byways:</b> To discuss the new telegraph pole on Cow Green.</li> <li>c. <b>Recreation and &amp; Play Area:</b></li> <li>d. <b>The work of the Village Warden:</b></li> <li>e. <b>Cemetery:</b></li> <li>f. <b>Neighbourhood Plan:</b></li> <li>g. <b>Road Safety:</b> Update on the final plans and costings.</li> <li>h. <b>Flood Task Group:</b> Update on survey and Highway's input.</li> </ol>	<p style="text-align: right;"><i>by 8.10</i></p>

<p><b>9</b></p>	<p><b>Finance &amp; Governance</b></p> <p>Receipts and Payments - To receive the schedule of receipts and payments and to approve the schedule of payments.</p> <p>a. <b>Financial Regulations</b> - To review and approve the Financial Regulations. (Change of procurement level to £30,000).</p> <p>b. <b>Standing Orders</b> - To review and approve the Standing Orders.</p> <p>c. <b>Code of Conduct</b> - To review and approve the updated version.</p> <p>d. <b>Annual Accounts</b> - To approve the 2023/24 Accounts, including the end of year Bank Reconciliation and the Asset Register.</p> <p>e. <b>Annual Governance and Accountability Return (AGAR)</b></p> <p>i. To receive a report on the Year-end Review Process.</p> <p>ii. To consider and approve the Governance Statement at Form 3 Section 1 of the Annual Return and authorise the Chair to sign it on behalf of the Council.</p> <p>iii. To consider the information provided at Form 3 Section 2 of the Annual Return and to authorise the Chair to countersign it on behalf of the Council.</p> <p>f. To discuss the purchase of a Petrol Strimmer for the Parish Warden.</p> <p>g. To discuss the purchase of the projector from Cllr Chambers.</p> <p><b>Governance: (Policies &amp; Procedures in Risk Assessments)</b></p> <p>i. To review and approve the Financial Risk Management assessment.</p> <p>ii. To form a Finance and Staffing committee.</p>	
<p><b>10</b></p>	<p><b>Councillors' reports and items for future agendas</b></p> <p>Councillors may use this opportunity to report on meetings attended, to agree the attendance of councillors (to represent the Council) at any forthcoming meetings, to report (only) matters of information not included elsewhere on the agenda or raise items for future agendas (only), not included elsewhere on the agenda.</p>	
<p><i>Suzanne Lupin</i>  Parish Clerk/Responsible Finance Officer  13.05.2024</p>		

The next full Council meetings is on the 10th June 2024 at 7pm