

TACOLNESTON PARISH COUNCIL

PARISH CLERK: Sue Bunn. Tacolneston Recreation Centre, West Way, Tacolneston, Norwich.NR16 1BZ
Tel 07748 964493 Email: tacolneston-pc-clerk@outlook.com

An Ordinary Meeting of Tacolneston Parish Council will be held in The Woodlands Club, Norwich Road, Tacolneston. NR16 1AL on Tuesday 17th December 2019. 7.30pm. All councillors are summoned to attend.

The press and public are welcome and are able to address the Council during the Public Participation. However, the law does not permit members of the press and public to take part in debates.

AGENDA

1. To consider accepting apologies for absence
2. To acknowledge the uncontested election, welcome the new Councilor and sign their acceptance of office form.
3. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed.
4. Public Participation
 - a) Reports on matters of interest to the Parish from the District and County Councillors, Tree Warden and Footpath Warden
 - b) Members of the public to raise matters of concern
5. To approve and sign the minutes of the meeting held on the 27th MARCH 2019
6. To approve and sign the minutes of the ordinary parish council meeting held on the 11th November 2019.
7. Matters deferred from previous meetings.
 - a) Village Sign Update.
 - b) Grass cutting contract
 - c) Footpath Maps availability
8. Finances
 - a) To note current Balances
 - b) To review Financial Regulations and sign off
 - c) To review Financial Risk Assessment and sign off
 - d) To discuss the report from PKF Littlejohns in respect of the accounts for the year ending MARCH 2018 and decide on actions to be taken
 - e) To approve the annual CIL return.
 - f) To set the budget for the financial year 2020-2021
 - g) To set the precept for the financial year 2020-2021
 - h) Approve the following payments

Payee	Detail	Nett	VAT	Gross
Mrs FM Bunn	Clerks wages Nov (Bank transfer)	285.25		285.25

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Mrs FM Bunn	Expenses home working costs, mileage. November	£17.35		£17.35
TOPS Garden Services	Grass Cutting	£231.45	£46.29	£277.74
Woodland Club	Hall Hire Nov	£20.00		£20.00
PKF Littlejohns	Fees for Challenge response to 2017-2018 accounts.	4381.25	876.25	5257.50
Norfolk PTS	Whole council training	250.00		250.00
Royal British Legion	Section 137 donation for remembrance	50.00		50.00
Newman and Co	Year end payroll	102.00		102.00

9. To discuss the purchase of either picnic tables or SAM2 machine from CIL funds.
10. To Discuss Planning Applications Received.
11. To review the following policies: Complaints Policy, Communications Protocol, Media Policy and Equal Opportunities Policy.
12. Correspondence received.
13. Public Participation.
14. To set the date and time of the next Parish Council meeting and except items for the agenda.
The public shall be asked to leave at this point.
15. To discuss a complaint against a Councillor and the Council.

Signed: *Sue Bunn*

Date: 12th December 2019