

TUNSTEAD AND SCO-RUSTON PARISH COUNCIL

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NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Meeting of Tunstead and Sco-Ruston Parish Council at **7:30pm on Tuesday 16th May 2023 at Tunstead Village Hall.**

Clerk to the Council: Dr Jimmy Miller CiLCA

Date: 11th May 2023

- 1) Election of chairman and vice-chairman**
- 2) Public Forum** –15 minutes for comments from members of the public
- 3) Report from Nigel Dixon, NNDC**
- 4) To receive and approve apologies for absence**
- 5) Declarations of interest for items and applications for dispensations**
- 6) Approve minutes of 18th April 2023**
- 7) To receive and note the Clerk's report**
- 8) Planning**

a) Applications received

None

b) Applications received since 11th May 2023

(c) Planning decisions

(d) Planning Decisions received since 11th May 2023

- 9) Correspondence** – To consider and respond to the following correspondence:
Correspondence list to be issued

10) Finance

- a) To note Bank Reconciliations
- b) To note Accounts
- c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for May 2023	£279.00
J. Miller	Home office May 2023	£10.00
J. Miller	Mileage (meeting May 2023)	£14.40
J. Miller	ICO Registration	£40.00
J. Miller	Mileage for meeting internal auditor	£18.00
Norfolk ALC	Subscription plus website	£276.30

- d) To approve payment of invoices received since 11th May 2023

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11) To approve the AGAR for year ending 2023

To note the internal audit report

To approve the annual governance statement

To approve the annual accounting statement

To declare TPC exempt from external audit requirement

12) Tunstead Combined Charities

13) Grass cutting

To consider quotes received for grass cutting.

14) Agenda items for meeting in June 2023

Date of next Parish Council meeting: 20th June 2023