

SHROPHAM PARISH COUNCIL

Shropham, Norfolk

Chairman: David Napier

Vice Chairman: Andy Thornton

**PUBLIC & PRESS ARE INVITED AND COUNCILLORS ARE SUMMONED TO
THE MEETING OF SHROPHAM PARISH COUNCIL
TUESDAY 25 JUNE 2024
AT SHROPHAM VILLAGE HALL AT 7.30 PM**

AGENDA

1. Apologies for absence.
2. To approve the Minutes of the Meeting held on Tuesday 14 May 2024.
3. To record any **Declarations of Interest** and to consider any requests for **Dispensations** from Council Members.
4. Guest speakers (County Councillor/District Councillor).
5. **Planning – Applications**
 - a. **3PL/2024/0511/LB** - The Grange Grange Farm Lane - Refurbishment of the building to include: replacement windows and external doors, replacement of cement render with lime-render, installation of additional rainwater gutters, Improvements to cellar drainage, Improvements to internal ventilation. **Undecided. Responses by 9th July 2024.**
 - b. **3DC/2024/0075/DOC** – Rustic Lodge, Low Road, NR17 1EH – Discharge of Conditions No5 & 6 on 3PL/2023/0659/F. **DOC – Complete.**
 - c. **3PL/2024/0274/F** – East Cottage, Watton Road, NR17 1DY – Erection of single storey dwelling. **Refused.**
 - d. Enforcement.
 - e. Local Plan Update.
6. **Finance – to approve and report the following expenditure:-**
 - a. To approve salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman for the month of June (19 hours) in the sum of £363.55.
 - b. To approve payment to Roger Canwell for Internal Audit in the sum of £45.00 (inv SHROP24).
 - c. To ratify payment to the Information Commissioners Office for ICO Certificate in the sum of £35.00 (paid by direct debit).
7. **To discuss, propose and vote on the following subjects:-**
 - a. To adopt Receipts and Payments Schedule, Balance Sheet and Bank Reconciliation for Shropham Parish Council for the financial year 2023/24.
 - b. To approve, sign and complete the Annual Governance and Accountability Return 2023/24.
 - c. To approve, sign and complete the AGAR Exemption Certificate 2023/24.

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ
Tel: 01842 829821 Email: clerk@shrophamparishcouncil.gov.uk
<http://shrophamparishcouncil.gov.uk/>

8. **Matters to Report**

- a. Financial Balances.
- b. Parish Land/Land Registry.
- c. Highways.
- d. Email addresses.
- e. Oxygen Conservation.

9. Any items to be noted for the next Agenda.

10. Correspondence.

The Chairman will ask for any further matters from the public participation.

11. To agree date for next meeting: Tuesday 24 September 2024.

Jo Blackman
Parish Clerk