



## Cantley, Limpenhoe and Southwood Parish Council

Jubilee Farm, Fleggburgh Road, Rollesby, Norfolk, NR29 5HH

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Clerk to the Council: Mrs Catherine Moore BSC FILCM

Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected. A copy of the Council's Filming at Meetings Guidance is available on request.

### To members of the Public,

You are hereby invited to attend a meeting of Cantley, Limpenhoe and Southwood Parish Council at **Cantley Village Hall, Thursday 20<sup>th</sup> April 2017, 7pm** for the purpose of transacting the following business:

*CE Moore*

Parish Clerk, 12<sup>th</sup> April 2017

- 1) **Election of Chairman**
- 2) **Public Forum**
- 3) **To consider apologies for absence**
- 4) **Declaration of interest for items on the agenda and applications for dispensations**
- 5) **To confirm the minutes of the meeting held on Thursday 16<sup>th</sup> March 2017**
- 6) **Applications for co-option to vacant councillor seats**
- 7) **Urgent items to be raised through the Chair**
- 8) **Update on matters arising from minutes**
  - a) Appoint councillor to Limpenhoe Village Green Working Group
  - b) Set meeting date for Limpenhoe Village Green Working Group

### 9) **Highways and Transport**

### 10) **Finance**

To consider payment of the following:

a)	Catherine Moore	Salary –March 2017 (SO)	£167.10*
b)	HMRC	PAYE – March 2017	£41.60
c)	Catherine Moore	Paper and Salary Shortfall	£10.00
d)	Parish Online	Annual Subscription	£33.60
e)	Suffolk ALC	Local Council Award Scheme Fee	£60.00
f)	Poringland Parish Council	Newsletter Printing	£7.68
g)	Norfolk ALC	Annual Subscription	£158.93

h) Fourth quarter budget comparison and review of earmarked reserves

\* Standing order £165.00 19.04.17, £2.10 added to expense claim payment

### 11) **Correspondence**

### 12) **Planning**

- a) None.

### 13) **Ongoing Matters**

- a) Health and Safety Inspection Reports

### 14) **New Matters**

- a) Review Asset Register

**15) Items for Next Month's Agenda**

**16) To confirm date of next meetings: Thursday 18<sup>th</sup> May 2017 7pm, Cantley Village Hall**

*To consider whether to exclude members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following:*

**17) Recruitment of Parish Clerk**

- a) Ratify appointment of new Parish Clerk and agree contract