

# Honingham Parish Council

## To Members of the Council

You are summoned to attend the **Parish Council meeting** of Honingham Parish Council which will be held at Honingham Village Hall on Wednesday 11<sup>th</sup> October 2023 at 7.00pm.

The Council welcomes the public and press to its meetings.

The public and press will have the opportunity to address the Council during the Public Participation session.

### AGENDA

1. To receive apologies for absence
2. To receive declarations of interest in items on the agenda and requests for dispensation
3. To approve the minutes of the Parish Council meeting dated 13<sup>th</sup> September 2023
4. To report on progress of matters arising – Information only
5. To receive reports from District and County Councillors (where applicable).
6. Finance
- 7.1. To review the bank reconciliation for the period ending 29 September 2023 and approve payments for the following:

7.1.1	Fiona Johnston – Salary, & expenses September, includes ink £77.98	£382.42
7.1.2	NPTS – Chair’s training (2nd & 9 <sup>th</sup> November)	£44.00
7.1.3	HMRC	£209.80

#### 7.2 Review of Budget v Actual

8. To receive an update re progress of the development of the Bowling green / Play area.

#### 8.1 Working Party (for Play Area development) – 18<sup>th</sup> November 2023

9. To receive an update from the latest Town & Parish Forum (SB)
10. Opportunity for Public participation
11. To receive an update on correspondence received and to discuss / agree any required responses.
  - 11.1 Premises Licence Application - Farmyard Frozen Ltd, Unit 8, Broadland Food Innovation Centre, Food Enterprise Park, Norwich
  - 11.2 Hornsea Three - Advance Work Notice – Weston Road, Honingham – Road Closure
  - 11.3 Parish Pump – copy requested for October / November edition.
  - 11.4 Norfolk Constabulary – Tackling Rural Crime Newsletter
  - 11.5 Request for Memorial Bench – update provided on Development plans
  - 11.6 Damage reported to Village Pump weather vane
  - 11.7 October Litter Pick – 22<sup>nd</sup> October 2023 @ 10:00am at the Village Hall
12. To confirm details of the next meeting – Wednesday 8<sup>th</sup> November 2023
13. To approve proposals for meeting dates in 2024-25
14. To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public for the following confidential items:
  - 14.1 To review the Annual Appraisal for the clerk, F. Johnston
  - 14.2 To approve the annual scale point increase to the Clerk’s salary

Fiona Johnston, 5<sup>th</sup> October 2023

Fiona Johnston – Parish Clerk  
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