

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting
on: Monday 20th May 2024 at 7.45pm at Trowse Manor Rooms

Please contact the clerk at trowsepc@outlook.com with any questions.

Kate Leggett (Parish Clerk)

Agenda

1. Election Of Chairperson/Vice Chairperson for the coming year.

1.1 Nomination for the position of Chair

1.2 Nomination for the position of Vice Chair.

2. Apologies for absence

3. Declaration of Interest and Dispensations.

a) To consider the process for dispensations – either via the Clerk or by Full Council.

b) To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form.

You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest, you must say why the interest arises so that it may be included in the minutes.

4. MINUTES OF PREVIOUS MEETING

4.1 To confirm the minutes of the last Parish Council Meeting held on 22nd April 2024

5. PUBLIC FORUM

5.1 -To receive reports from County/District Councillors

5.2 - To receive matters from the public

6. MATTERS ARISING FROM PREVIOUS MEETINGS

None for this meeting

7. COMMITTEE MEMBERS FOR THE COMING YEAR

7.1 – To decide committee members for all council committees for the 24/25 year.

8. UPDATES FROM FINANCE, PERSONNEL AND COMMUNICATIONS AND OPEN SPACES COMMITTEES

8.1– Personnel and Communications update from committee chair.

8.2– Finance committee update from committee chair.

8.3– Open Spaces update from committee chair.

a) Update from Events working group.

b) Update from Biodiversity working group.

c) Retrospective approval for the Boudica Way Ultra Marathon finish line.

9. MANOR ROOMS

9- Report from Manor Rooms Management Committee.

10. FINANCIAL MATTERS

10.1- To agree Payments for April 2024 as circulated.

10.2 –To agree Bank reconciliations for April 2024 as circulated

10.3 – AGAR 2023/24

- a) To note receipt of the Internal Audit Report for 23/24.
- b) To approve Annual Governance Statement (Section 1)
- c) To approve Annual Accounting Statement (Section 2). Clerk and Chair to sign the AGAR forms.
- d) To note the dates for the Exercise of Public Rights to View – 3rd June -15th July 2024.

11. PLANNING

Applications:

2024/1158 – Crown House, Kirby Road. Replacement of all windows.

2024/1202 – Easter Cottage, The Street. Replacement UPC windows and brick up east elevation.

12. POLICIES

None for this meeting

13. DATE AND TIME OF NEXT MEETING

Monday 17th June 2024 @ 7.15pm.