

# **COLBY & BANNINGHAM PARISH COUNCIL**

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## **NOTICE OF MEETING & SUMMONS TO ATTEND**

### **THERE WILL BE A MEETING OF COLBY & BANNINGHAM PARISH COUNCIL AT THE BANNINGHAM & COLBY COMMUNITY HALL ON WEDNESDAY 15<sup>th</sup> NOVEMBER 2023 at 7.00p.m.**

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council requests that anyone wishing to record the meeting lets the Council know in advance so appropriate arrangements can be made to facilitate the recording.

#### **A G E N D A**

- 1. APOLOGIES FOR ABSENCE AND WELCOME**  
To receive and accept apologies for absence.
- 2. DECLARATIONS OF INTEREST AND DISPENSATIONS**  
To receive Declarations of Interest in Agenda Items and to note any Requests for Dispensation.
- 3. MINUTES**  
To approve the minutes of the Parish Council Meeting held on 18<sup>th</sup> October 2023  
(previously circulated)
- 4. INFORMATION ON MATTERS ARISING**  
To receive information on matters arising from the Minutes not listed elsewhere on the Agenda:  
(a) Councillor Training
- 5. OPEN FORUM FOR PUBLIC PARTICIPATION**  
An opportunity to hear from members of the public.
- 6. REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS**  
To receive written/verbal reports from representatives, including the following:

**District Council  
County Council**

## 7. ITEMS REFERRED FROM PREVIOUS MEETING

To consider matters still outstanding from the last meeting not elsewhere on the agenda:

1. NNDC Monitoring of Bannaroo
2. Noticeboards – permanent information (attached)
3. Play equipment/Parish Plan
4. Updating the website
5. Christmas event

## 8. CLERK'S REPORT

To receive updates/reports on areas of parish council responsibility:

1. Elden's retreat – update on open day/2024 maintenance specification/removal and replacement of sign
2. Village Green
3. Allotments
4. Information Centre – update on electricity supply

## 9. CORRESPONDENCE/REPORTS/EVENTS

1. Email regarding the wooden bridge just south of Beck Farm near Colby Corner

## 10. POLICIES

1. Financial Risk Assessment (attached)

## 11. FINANCE REPORT

To consider the following:

1. First Draft of Budget and Precept for 2024/25 (to follow)
2. Schedule of Bills for Payment (to follow)
2. Bank Reconciliations as at 31<sup>st</sup> October 2023 (to follow)
3. Bank Statement as at 31<sup>st</sup> October 2023 (to follow)
4. Cashbook as at 31<sup>st</sup> October 2023 (to follow)
5. Scheme of Delegation – to receive information from the Clerk on any actions taken under the Scheme of Delegation
6. Approval of Insurance renewal due on 1<sup>st</sup> December

## 12. PLANNING MATTERS

1. APPLICATIONS DETERMINED	
(Check)	
2. APPLICATIONS FOR CONSIDERATION	
None at time of publication.	
3. To consider and agree the Council's view on any application submitted since the publication of this agenda.	

## 13. ITEMS FOR INFORMATION/FUTURE AGENDA

## 14. DATE OF NEXT MEETING

To confirm the next dates of Parish Council meetings for 2024.

Colin Studholme  
Mr Colin Studholme  
Clerk of the Council

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NOTES

*This Agenda and documents marked as "attached" unless marked "Confidential" are available on the Council's website, at [www.colby-banningham-pc.gov.uk](http://www.colby-banningham-pc.gov.uk)*

*The meeting will include public participation time when members of the public may speak. Planning application documents can be found on NNDC website at [www.north-norfolk.gov.uk](http://www.north-norfolk.gov.uk) and follow the links to planning. Those listed are as at the date of this Agenda, but the Council reserves the right to consider applications received up to and including the date of the meeting.*