**Gresham Parish Council**

**NOTICE OF MEETING**

**Members of the Council**

You are summoned to attend the Annual Meeting of Gresham Parish Council which will take place in Gresham Village Hall on

**Wednesday 11th May 2022 at 7.30pm**

**S. H. Hayden**

Clerk of the Parish Council

3rd May 2022

The Public are welcome to attend this meeting

**AGENDA**

1. To elect the Chairman of the Council followed by signing of Acceptance of Office

2. To elect the Vice Chairman

3. To consider and accept apologies for absence

4. To co-opt parish councillor followed by signing of Acceptance of Office

5. Declarations of interest and any dispensations of disclosable pecuniary interests

6. Public questions, comments or representations

 *(on matters connected with this Agenda – limited to four minutes per person and twenty minutes in total at discretion of the Chairman)*

7. To approve the minutes of meeting held on 9th March 2022 and matters arising from those minutes

8. Reports from District Councillor and County Councillor

9. Planning

9.1 To discuss and make observations on any applications received after the date of this Agenda

9.2 Follow up re: *PA/21/0292 Telecommunications development – Sewage Works*

10. Regulatory

10.1 To review all policies and risk assessments for Gresham Parish Council.

10.2 To review the Parish Council’s insurance policy and approve payment of premium

10.3 To discuss and agree registration of Park title at the Land Registry

 Finance

11.1 To consider request for donation to purchase a tree for the Queen’s Platinum Jubilee

11.2 To consider request for £50 donation towards Jubilee celebrations

11.3 To appoint Parish Councillor to check bank reconciliations

11.4 To receive list of actuals against budget, balance sheet, bank reconciliation and explanation of variances to 31.3.22

11.5 To consider and approve the Annual Governance and Accountability Return as follows:

 To complete the Certificate of Exemption

 To receive the Annual Internal Audit Report 2022-23

 To approve section 1 Annual Governance Statement

 To approve section 2 Accounting Statements

11.6 To approve list of payments

12. Village Park

12.1 Update on work to Pavilion and agree any further costs

12.2 Update on plans for future use of the Park

12.3 To consider quote for mole control

12.4 Any other Park matters

13. Update on Noticeboard purchase

14. To discuss allotment matters

15. To discuss highways matters

16. Any other matters for information only or next Agenda

17. To fix the dates and times of ordinary meetings of the Council for the ensuing year