**Gresham Parish Council**

**NOTICE and SUMMONS OF MEETING**

Notice is given to the Public and Members of the Councilare summoned to attend a meeting of Gresham Parish Council which will take place in Gresham Village Hall on

**Wednesday 10th January 2024 at 7.30pm**

**S. H. Hayden**

Clerk of the Parish Council

3rd January 2024

The Public are welcome to attend this meeting

**AGENDA**

1. To receive apologies for absence

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

3. 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)*

4. To approve the minutes of meeting held on 8th November 2023 and matters arising

5. Reports from District Councillor and County Councillor

6. Planning

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

6.2 Update on applications:

 *PF/22/1723 Conversion of single storey outbuilding and external alterations to form a one-bedroom holiday let – land north of Sustead Road, Lower Gresham*

7. Finance and Regulatory

7.1 To receive budget against actuals, cash account and report on bank reconciliation

7.2 To approve List of Payments

7.3 To appoint internal auditor for 2023-24 accounts

8. Village Park

8.1 To agree grass cutting contractor for 2024

8.2 Any other Park matters

9. To discuss highway matters including proposed Wig Wags at School

10. To discuss quotes and approve work for Roamer Pond trees

11. To deal with any correspondence including:

 NNDC – exception housing

12. Matters for information only and next Agenda