

## Litcham Parish Council

Meeting Agenda (published Tuesday 9<sup>th</sup> May 2023)

**Date:** Monday 15<sup>th</sup> May 2023

**Time and place:** Litcham Secondary School at 7.00pm

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Councillors are summoned to attend the next meeting of the Parish Council. The public and press are welcome to attend. *D Secker*  
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1. To elect the Chairman-Chairman to sign the declaration of acceptance of office
2. To elect the Vice-Chairman-Vice Chairman to sign the declaration of acceptance of office
3. To consider accepting apologies for absence
4. To consider any declarations of acceptance of office that have not been received
5. To consider the process for the co-option of Councillors from the vacancies arising from the election
6. To approve the minutes of the meeting held on 6<sup>th</sup> March 2023
7. To receive any brief updates from County and District Councillors
8. Open forum for Public Participation: an opportunity to hear from members of the public (Max 10 mins)

**PLEASE NOTE THE NEXT PART OF THE MEETING IS FOR COUNCILLOR DISCUSSION ONLY AND THE PUBLIC ARE NOT PERMITTED TO PARTICIPATE.**

9. Update on items, not on the agenda
10. To report and update on highway matters
11. To discuss adding posts to the parking area around the village sign
12. To approve and discuss training courses for the New Councillors

### **13. Planning Applications**

**13.1-To receive planning applications by Breckland District**

**13.2 To receive an update on application decisions taken by Breckland District Council**

### **14. Items to discuss and update**

- 14.1 To discuss the outcome of displaying the advertising board on the Green for the deli
- 14.2 To discuss implementing a tree guard
- 14.3 To discuss a donation to the King's Birthday/coronation event
- 14.4 To consider the grant/donation to the Litcham Bell appeal

**15. Finance**

**15.1** To authorise the insurance quote for 2023/24

**15.2** To authorise the list of payments

**15.2** To approve the Annual Governance and Accountability Return-to approve the following documents: The certificate of exemption, Annual Audit Report and Annual Governance Statement.

**16.** To adopt and approve the Risk Management assessment policy.

**17. To receive items for the next meeting agenda date Monday 3<sup>rd</sup> July 2023.**