MELTON CONSTABLE PARISH COUNCIL
The Junction
6 Briston Road, Melton Constable NR24 2DA

You are hereby summoned to attend the Annual Parish Council Meeting of Melton Constable Parish Council on Tuesday 6th May 2025 at 8.00 pm. This meeting will be held at The Junction, Melton Constable

Clerk to the Parish Council : Amanda Yacoubian Dated: 29th April 2025

Agenda

1. To elect a Chair for 2025/2026 and sign a declaration of acceptance of office
2. To elect vice Chair for 2025/2026 and sign declaration of acceptance of office
3. To consider accepting apologies for absence
4. To approve the minutes of the meeting held on 4th March 2025
5. To receive declarations of interest for items on the agenda
6. To consider matters arising from the last minutes (not on the agenda) for information purposes only
7. To receive County and District Councillor reports
8. To adjourn the meeting to allow for public participation
9. To receive members' reports: Churchyard; Southside; Bus Shelter; Play Area; (signs) Recreation Ground; Northside;
10. Allotments: To update on allotment issues & Japanese knotweed
11. To decide on grass cutting following email from church warden at St Mary's Burgh Parva
12. To consider any applications for Councillor vacancies
13. To consider Planning Application(s) –

(i) **PF/25/0490**|Single storey steel framed storage building|Blakely Clothing HQ Marriott Way Melton Constable Norfolk NR24 2BT

(ii) **NP/25/0908**|Prior notification of proposed extension to an agricultural building - pitched roof extension to general purpose building|Hindolveston Road Melton Yards Melton Constable NR24 2NE

(iii) **NP/25/0907**|Prior notification for proposed erection of agricultural building - Dutch barn|Briston Road Melton Constable North Norfolk NR24 2QA

14. Finances

(i) To approve financial statement circulated by email on 26th April 2025 (Cash book, bank reconciliation & Budget) Payment schedule to be signed by Chair.
(ii) To receive internal auditors report
(iii) To Appoint internal auditor for 2025/2026
(iv) To approve the Annual Governance Statement 2024-25
(v) To approve the Accounting statements 2025-25
(vi) To adopt General Power of Competence
(vii) To agree the period of Notice for the Exercise of Public Rights (3rd June 2025 - 14th July 2025)

15.To agree to NALC introducing a new feature to the website at **no extra cost**, this provides useful links to local services the community including district & county council services as well as organisations such as the police

16. Correspondence & Clerks report –

(i) D-Day 80, anniversary celebrations Thursday 6th May 2025

(ii) Email re community Orchard grasscutting

(iii) Reduction of conifer tree off Gordon Road

(iv) MCPC entry in Briston News

16. Date and time of the next Parish Council meeting: tbc

Signed……. (Chair)

Date……