ROUDHAM & LARLING PARISH COUNCIL

June 2023

**To all members of the Council**

You are hereby summoned to attend a Meeting of Roudham & Larling Parish Council to be held in David O Neale Memorial Hall, The Street, Bridgham on Thursday, 15 June 2023 at 7.30 p.m. for the purpose of transacting the following business.

Alison Pena

Locum Clerk to the Parish Council

**Agenda**

1. **Apologies for absence: to consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are reminded that they should declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests, and that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate in and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. To **receive** reports from the District and County Councillors.
5. **Public participation session**. The Council’s Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make any binding decision in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
6. **To agree and confirm** the minutes of the Meeting held on Thursday, 18 May 2023.
7. **To report** **and discuss** matters arising from the minutes not on the agenda
	1. Acorn Bioenergy AD Plant application future steps
	2. Parish Clerk Vacancy
	3. Highways update
	4. Online banking update
8. **To receive** the following correspondence available at the meeting, or distributed by email:
	1. New Key Person insurance claim update
9. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary:
	1. **3PL/2022/0013/F – Amended plans –** new office building, relocation of informal vehicle parking and removal of existing portacabin office building – **Rory Holbrook, Roudham Road**
10. **Finance**.
	1. **To receive** the Monthly Financial Report.
	2. **To approve and sign** off the Annual Governance Statement 2022-23
	3. To **approve and sign off** the Annual Accounting Statement 2022-23
	4. To approve and sign the Certificate of Exemption 2022-23
	5. To **note** Internal Audit Report 2022-23
	6. **To approve** payment of £85 to Carol A Bailey for 2022-23 Internal Audit & Report
11. **Matters for Consideration: to decide** on any matters for consideration at the next meeting.
12. **Date of Next Meeting: to confirm** the date the next Meeting of the Parish Council as **Thursday, 20 July 2023**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.

**Future Meeting dates:**

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| Thursday 20 July 2023Thursday 21 September 2023Thursday 19 October 2023Thursday 16 November 2023 Thursday 21 December 2023 |  |  |
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**Note**: Meetings will only be called if there is business to discuss which cannot wait until the following scheduled meeting date.