

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting of the Council to undertake the business below.

Nicholas Spring, Clerk to the Council (hoptonpc@outlook.com)

AGENDA

Date: Monday 10th June 2024
Time: 7pm
Venue: Hopton Village Hall

1. Apologies for absence
2. Members' declarations of interests & requests for dispensations
3. Public participation session
4. To consider any matters relating to highways, pavements, footpaths and trees
5. Reports from the County and/or District Councillor
6. To approve as accurate the minutes of the meeting held on 13th May 2024
7. End of Year 2023/2024

To review the Internal Audit Report received from Heelis & Lodge

To review the Council's Internal Controls & Risk Assessment

To approve the Annual Governance Statement

To approve the Accounting Statements & Bank Reconciliation

To approve the Explanation of Variances and the Statement on the Reserves

To approve the Certificate of Exemption

Chair & Clerk to sign the Annual Governance Statement and Chair to sign the Accounting Statements

Responsible Finance Officer to set the commencement date for the exercise of public rights

The Certificate of Exemption to be signed by the RFO and the Chair

8. Planning
 - a. To consider the Parish Council's responses to any planning application consultations
 - b. Sarsons Meadow development update (if any)

9. To receive an update on the purchase of a gov.uk domain
10. Finances
 - a. To receive the monthly Budget Report
 - b. To approve the Payments Schedule
 - c. To receive an update on the Council's banking arrangements
11. Information updates from Councillors
12. To review any action points raised at previous meetings and not already considered.
13. Date of next meeting: Monday 8th July 2024

The public and press are invited to attend. If you plan to photograph, film or record the meeting please notify the Chair or Clerk in advance.