

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 (clerk@hoptoncumknettishall-pc.gov.uk}

Date: Monday 9th June 2025

Time: 7pm

Venue: Hopton Village Hall

AGENDA

1. Apologies for absence
2. Members' declarations of interests & requests for dispensations if any
3. Reports from the County and/or District Councillor
4. To consider any matters relating to highways, pavements, footpaths and trees not already considered
5. Public participation session
6. To approve as accurate the minutes of the meeting held on 12th May 2025
7. End of Year 2024/2025

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. To review the Council's Co-Option Policy

9. Planning
 - a. To consider the Parish Council's responses to any planning consultations received since the last meeting
 - b. Sarsons Meadow development update, if any
10. Finances
 - a. To receive the monthly Budget Report
 - b. To approve the Payments Schedule
11. Information updates from Councillors
12. To review any action points raised at previous meetings and not already considered.
13. To confirm the date of the next meeting: Monday 14th July 2025

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.