

## DEOPHAM & HACKFORD PARISH COUNCIL

### To Members of the Council

You are hereby summoned to attend the meeting of Deopham & Hackford Parish Council at Gralix Hall, Deopham on **Wednesday 6<sup>th</sup> November 2024 at 7.30pm.**

The Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session.

### AGENDA

1. To receive and accept apologies for absence
2. To receive declarations of interest in items on the agenda and consider any requests for dispensations
3. To consider the co-option of a new Parish Councillor
4. To approve and sign the minutes of the Parish Council Meeting on 2nd October 2024 and the Extraordinary Meeting on 18<sup>th</sup> October 2024
5. To report on progress of matters arising from previous meetings
6. To receive an update on the application for a Pride in Place grant for Phase 3 of the Play Park works
7. Finance
  - 7.1. To receive the bank reconciliation for Oct 2024 and to ratify or approve the following payments

	<b>Payment Description – Unity Trust Current Account</b>	<b>Amount</b>
6.1.1	PKF Littlejohn – External Audit Fees for 2023/2024	£252.00
6.1.2	Vortex Grounds Maintenance – Playing Field Grass Cutting April- October 2024	£1104.00
6.1.3	Jordana Wheeler – Backpay from Pay Award & Homeworking Allowance	£61.63
6.1.4	Carol Bailey Salary inclusive of backpay from Pay Award & Homeworking Allowance plus expenses	£304.39
6.1.5	HMRC – Income Tax	£85.86
6.1.6		
6.1.7		

8. To receive an update to the budget report, including CIL payments, and amend any budget headings as required to allow for the 2025/2026 Precept to be resolved at the December meeting of the Council
9. Planning – No planning issues received
10. Correspondence
  - 9.1 SNDC – Unauthorised Encampment Guidance Document
  - 9.2 SNDC – Invitation to attend Town & Parish Summit on 13<sup>th</sup> November 2024
  - 9.3 NCC – Norfolk Minerals & Waste Local Plan – Publication of modifications
  - 9.4 NPTS - Newsletter
11. Opportunity for Public Participation
12. To confirm the date of the next meeting – Wednesday 4<sup>th</sup> December 2024 at Gralix Hall.