

Keswick and Intwood Parish Council

To all members of the Council

You are summoned to attend the Annual Meeting of the Parish Council on Wednesday 25th May 2022 at the Reading Rooms following the Annual Parish Meeting to transact the following business:

Annual Meeting of the Parish Council

AGENDA

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| 2022/13 | To elect a Chair of the Council. |
| 2022/14 | To receive the Chairman's Declaration of Acceptance of Office, or if not then received, to decide when it shall be received. |
| 2022/15 | To consider apologies for absence. |
| 2022/16 | Declaration of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this agenda. |
| 2022/17 | To elect a vice-Chair of the Council. |
| 2022/18 | To co-opt a Parish Councillor |
| 2022/19 | To appoint Councillors with special responsibilities. |
| 2022/20 | To confirm the minutes of the Parish Council meeting on the 23 rd of February 2022. |
| 2022/21 | To report matters arising from the minutes not on the agenda for information only. |
| 2022/22 | Parish Issues: To receive any updates relating to: <ul style="list-style-type: none">• Parish Reading Rooms – grant application• Highways – speed limits and traffic calming measures (e.g. SAM2)• Fly Tipping – local recycling centre |
| 2022/23 | Finance: <ul style="list-style-type: none">• To receive the internal auditors annual report.• To sign the Certificate of Exemption exempting the Council from a limited assurance review (External Audit) under s.9 of the Local Audit (Smaller Authorities) Regulations 2015.• To approve Section 1 of the Parish Council's Annual Governance and Accountability Return 2021/22. |

- To approve Section 2 of the Parish Council's Annual Governance and Accountability Return 2021/22.
- To agree invoices for payment in accordance with the budget.
- To receive a receipts and expenditure statement for 2021/22.

2022/24

Planning:

- To discuss the following planning applications received for comment:
 - 2020/0903 (Keswick Industrial Estate)
 - 2021/1034 (Keswick Industrial Estate)
 - 2021/1035 (Keswick Industrial Estate)
 - 2021/1036 (Keswick Industrial Estate)
 - 2021/1037 (Keswick Industrial Estate)
- To note and ratify planning applications responded to since the last meeting due to the deadline date:
 - N/A
- To consider planning applications which have been received since distribution of the agenda.

2022/25

Correspondence received:

- South Norfolk District Council – Public Space Protection Order Consultation
- National Grid – East Anglia Green Energy Enablement Consultation

2022/26

To review the following policies:

- Standing Orders
- Financial Regulations

2022/27

Items for the next agenda.

Signed: *Samantha Henry* (Parish Clerk)

Dated: 13th May 2021