

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
THE WILLOW CENTRE
1-13 WILLOWCROFT WAY
CRINGLEFORD NR4 7JJ

Telephone 01603 250198

TO MEMBERS OF THE COUNCIL

**You are hereby summoned to attend a Meeting of
Cringleford Parish Council on
Wednesday 11 October 2023 at 7.30pm at The Willow Centre
For the purpose of transacting the following business:-**

AGENDA

1	Welcome and to accept apologies for absence
2	To receive Chairman's announcements, if any
3	To accept any declaration of Members Interests (Members are not required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)
4	To confirm the minutes of the meetings held on 14 September 2023 and consider any matters arising
5	To receive questions from parishioners (maximum of 15 minutes, per Standing Orders)
6	To receive reports from District and County Councillors
7	To note and agree actions for correspondence received:
7.1	None
7.2	To consider time-sensitive correspondence received since the agenda was dispatched
8	To consider community engagement (Cllr Simmons)
9	To receive the notes and consider recommendations from the Recreation and Amenities Advisory Group (Cllr Chapman)
10	To receive the minutes and an update from the Planning and Environment Committee (Cllr

	Wang)
11	Finance:
11.1	To agree the payments for October 2023, from 15 September to 12 October
11.2	To receive the September bank reconciliations and accounts to date
11.3	To agree which signatories will authorise BACs payments online on 12 October 2023
11.4	To confirm that Cllr Fielding has checked the monthly payments list against the bank statement
11.5	To receive the 2022/23 conclusion of audit
11.6	To appoint the 23/24 Internal Auditor
12	To co-opt Parish Councillors
13	To confirm the date of the next meeting on Wednesday 8 November 2023 at 7.30pm
14	To receive items for the next quarterly newsletter
15	To receive items for the next agenda
16	To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).
17	To receive a staffing update (if any)
18	To receive information on General Data Protection Regulation breaches (if any)
19	To receive any commercial aspects relating to the purchase of an open space (if any)

Signed: *Sonya Blythe*
Parish Clerk

Dated: 5 October 2023