



PARISH OF GILLINGHAM

Notice of Meeting of the Parish Council
Tuesday 6th September 2022, 7.30pm

All members of the Council are hereby summoned to attend.

Members of the press and public are welcome to attend and there will be an opportunity for public participation at agenda item number 5.

Dated 30th August 2022

Jina Newby – CLERK

AGENDA

1. Welcome
2. Apologies for absence received, record number of members of the public present.
3. Declaration of Interests other than those registered with South Norfolk Council.
4. To Co-opt the Councillor Vacancy
 - Discuss Co-option for Candidate 1
 - Discuss Co-option for Candidate 2
 - Discuss Co-option for Candidate 3
 - Agree successful Candidate
 - Signing of the Declaration of Acceptance of Office
5. Welcome to the new Candidate
6. To receive the plaque commissioned and produced by the Norfolk Lieutenancy, to commemorate your Community's resilience in the year of pandemic.
7. Parish Ten - parishioners slot.
8. To approve the minutes of 5th July and 23rd August 2022.
9. To discuss and agree the issues with Barclays.
10. To discuss the outstanding matters arising from last meeting:
 - Update on the grass cutting at the church.
 - Arrange a meeting regarding the condition of the River Wall.
11. Village Matters – to discuss and agree.
 - Discuss and agree issues with the Marsh Lane footpath – continued from last month
 - Update on the Playground equipment
 - Update of the replacement of the new rubbish bin
 - Update on the replacement glass for the bus shelter
 - Appoint a Solicitor to register the land for the playground and allotments.
 - To discuss outstanding items for the Rangers Visit.
12. Parish Council Matters
 - Parish Partnership
 - To discuss the report from PKF Littlejohn if received
 - To discuss and agree SAAA opt out for next year
 - To appoint an Internal Auditor for this financial year
 - To receive an update on the changes/uploads to the Parish Council Website.
 - To review and adopt the two additional policies: The Planning Policy, The Co-option Policy and the make a pledge to the Civility and Respect National Policy.
 - To review and adopt the existing policies:

Policy	Adopted Date
Code of Conduct	

Effectiveness of Internal Audit	
Effectiveness of Internal Control	
Financial Regulations	
GDPR Model Document Policy	
Privacy Policy	
Risk Assessment	
Standing Orders	
Needed in the future: <i>if agreed</i>	
Communications policy	
Complaints policy	
Equality policy	
Financial Risk Management	
Freedom of information Act – Information Guide	
Lone Working Policy	
Safeguarding Policy	
Training and Development	

13. Discuss the starting of the Neighbourhood Plan and the benefits.
14. Correspondence – in the distribution pack.
15. Planning Matters – *None received at time of the published agenda*
16. Finance
 - Balance and budget will be provided at the meeting.
 - To approve any other payments for this month.
17. Any Other Business

Date of next meeting, 4th October 2022, 7.30pm

Tina Newby
Clerk
07858 518 636