

# Bradwell Parish Council



Dear Councillor

16 June 2021

You are hereby summoned to attend a meeting of the **Parish Council** to be held at Bradwell Bowling Club on Tuesday 22<sup>nd</sup> June 2021, at 7.00 p.m.

## **AGENDA**

### **2106-PC52) To receive apologies for absence**

### **2106-PC53) To receive declarations of Interest**

Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Bradwell Parish Council's Code of Conduct.

### **2106-PC54) To consider a motion to suspend the meeting to allow the following an opportunity to inform the meeting:**

- a) The police;    b) County Cllrs;    c) Borough Cllrs;    d) Members of the public.

### **2106-PC55) Minutes of last meeting**

To approve and sign minutes of the Annual Parish Council meeting held on 4<sup>th</sup> May 2021.

### **2106-PC56) Clerk's Report (Appendix 1 circulated)**

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 4<sup>th</sup> May 2021.

### **2106-PC57) Chairman's Report**

### **2106-PC58) Committee Minutes For Approval. To receive and make resolution to approve the minutes from the following committees:**

- a) Amenities and Highways: 1<sup>st</sup> June 2021
- b) Finance and General Purposes: 18<sup>th</sup> May 2021
- c) Public Relations and Publicity: 25<sup>th</sup> May 2021

### **2106-PC59) Items for consideration and resolution**

- a) Adoption of Finance Regulations. These were recommended for approval by the Finance Committee of 18<sup>th</sup> May 2021 (amendments circulated with this agenda).
- b) Approval and adoption of the Revised Code of Conduct, following the comments received by the Monitoring Officer (Appendix 2 circulated).
- c) Depending on the outcome of b) above Register of Interests Forms to be completed.
- d) Proposal to conduct a feasibility study on this Council becoming carbon neutral.
- e) To appoint members to the Finance quarterly check team, to take place w/c 5<sup>th</sup> July 2021
- f) To approve the quote for £1,300 for end of season work to the Bowling Club. This was budgeted at £1,200 from the Concurrent Functions budget.
- g) A proposal has been received from the Bowling Club to share waste resources.
- h) Proposal to give Clerk delegation of authority to spend the £1,000 budget set for the Flower and Vegetable Event.

# Bradwell Parish Council



## **2106-PC60) Items of correspondence / for information only**

- a) A Staffing and Standards meeting has been scheduled for 6<sup>th</sup> July at 7pm.
- b) An opportunity for Councillors to provide feedback on training held on 15<sup>th</sup> June 2021

## **2106-PC61) Approval of annual governance/accounting statements, year ending 31<sup>st</sup> March 21 (Documents circulated with this agenda)**

- a) Internal Auditors report
- b) Annual review of effectiveness of Internal Auditors work
- c) Approve Annual Governance Statement  
Council to review questions on page 4, then Chairman and Clerk to sign document
- d) Approve Accounting Statements  
Council to review figures on page 5, then Chairman to sign document

## **2106-PC62) Finance (Appendix 3 circulated)**

- a) Accounts for payment – To review and approve items of expenditure

## **2106-PC63) Reports from Representatives on Outside Bodies.**

Councillors to update the Council on current situation regarding Bradwell facilities and amenities.

Amis Memorial Fund	Cllr Carrier
Bradwell Bowling Club	Cllr Hirst
Bradwell Community Centre Trust	Cllr Hirst
Bradwell Reading Room Trust	Cllr Hamilton
Mill Lane Centre Charitable Trust	Cllrs Shaw, Thurtle & Watson
Norfolk Constabulary – local 'SNAP' group	Cllrs Howe & Goodchild
Community Action Norfolk	(to be discussed at this meeting)
Norfolk Playing Fields Association	n/a

Yours sincerely,  
*C Bacon*  
Parish Clerk