



TILNEY ALL SAINTS PARISH COUNCIL

Locum Parish Clerk: Stella Kaye

Telephone 07519 411098 or email clerk@tilneyallsaintsparishcouncil.gov.uk

I hereby give you notice of Tilney All Saints Annual Parish Council meeting to be held at
Tilney All Saints Village Hall, Church Road, Tilney All Saints.

All Parish Councillors are summoned to attend the meeting to be held on

Thursday 8th May 2025 at 7:00pm

Dated 1st May 2025

AGENDA

All members of the public and press are welcome to attend.

Please note the Parish Council holds a Public Participation session where the public are invited to give their views on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will usually be limited to 15 minutes duration.

1/ Election of Chairman and Completion of Declaration of Acceptance of Office

2/ Election of Vice Chairman and Completion of Declaration of Acceptance of Office

3/ Welcome to the Meeting by the Chairman

4/ Apologies: To receive and consider Councillor's apologies for absence.

5/ Declarations of Interest and Dispensations

5.1 To receive declarations of interest from councillors on items on the agenda.

5.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

5.3 To grant any requests for dispensation as appropriate.

6/ Public Participation Session

7/ Minutes: To approve the minutes of the meeting held on 10th April 2025

8/ Finances:

8.1 To approve payments to be made.

8.2 To receive update on Financial Position

8.3 To agree bank reconciliation for April 2025

8.4 To confirm bank account signatories and online banking access.

8.5 To consider re-allocation of earmarked funding.

9/ Annual Report from Internal Auditor: To consider report received and any items raised.

10/ Approval of the Annual Governance Statement 2024/2025

11/ Approval of the Accounting Statements for 2024/2025 and completion of the Annual Return

12/ Review of any Budget Surplus 2024/2025: To review any surplus and consider transfer to savings account.

13/ Annual Review of the Council's Expenditure Incurred Under s.137 of the Local Government Act 1972.

14/ Annual Review and Approval of Financial Regulations

15/ Annual Review and Approval of Standing Orders

16/ Annual Acceptance of Parish Council Code of Conduct

17/ Annual Review and Approval of Insurance Cover Arrangements.

18/ Reports:

Chairman's Report-verbal.

Clerk's Written Report:

Reports from Borough and County Councillors- verbal

To discuss any items or updates arising from the reports

19/ Planning: To consider any new applications and note decisions made.

20/ Councillor Responsibilities: To appoint councillors responsible for the following:

Monthly Bank Reconciliation Checks, Regular Play Equipment Checks, Monthly Goal Post Checks, Representative to Norfolk Association of Local Councils
Representative to the Village Hall Committee, Emptying of the rubbish bins at the Millennium Green, Glebe Estate and Bus Shelter.

21/ Play Area and Goal Post Inspections: To discuss any issues raised from the regular councillor inspections.

22/ To Consider Options for the Removal of Graffiti from Bus Shelter on A47

23/ To Review and Update the Biodiversity Action Plan.

24/ To Consider Additional Feature Now Available for Parish Council Website.

25/ To Approve New IT & Email Policy

26/ To Approve Policies Due for Review: Data Protection Policy.

27/ **Correspondence:** To discuss any matters arising from the Correspondence Lists.

28/ To Determine the Time and Place of Ordinary Parish Council Meetings up to and Including the Next Annual Meeting of the Parish Council.

29/ **Confidential Item** – Appointment of new Parish Clerk. EXCLUSION OF PUBLIC AND PRESS: Under the Public Bodies (Admission to Meetings) Act 1960 (2) members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.

Date of the next Parish Council meeting will be Thursday 12th June 2025.

Signed by the Parish Clerk: Stella Kaye. *S Kaye*