

HOPTON-CUM-KNETTISHALL PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting of the Council to undertake the business below.

Nicholas Spring, Clerk to the Council
(Telephone 07813396404 & email hoptonpc@outlook.com)

AGENDA

Date: Monday 12th June 2023
Time: 7.15 pm
Venue: Hopton Village Hall

1. Apologies for absence
2. Members' declarations of interests & requests for dispensations
3. Public participation session
4. Reports from the County and/or District Councillor
5. To approve as accurate the minutes of the meeting held on 22nd May 2023
6. To review any action points highlighted in the minutes
7. End of Year 2022/2023

To review the Internal Audit Report received from Heelis & Lodge
To review the Council's Internal Controls
To approve the Annual Governance Statement
To approve the Accounting Statements & Bank Reconciliation
To approve the Explanation of Variances and the Statement on the Reserves
To approve the Certificate of Exemption

Chair & Clerk to sign the Annual Governance Statement and Chair to sign the Accounting Statements

Responsible Finance Officer to set the commencement date for the exercise of public rights

The Certificate of Exemption to be signed by the RFO and the Chair

8. The Cemetery
 - a. to review the fees
 - b. to consider future requirements
9. Correspondence
To consider any correspondence previously circulated.
10. Reports from
 - a. The Chair
 - b. Councillors
11. Planning
 - a. To consider the Parish Council's responses to any planning application consultations
 - b. Hopton South development update (if any)
 - c. To consider a scheme of delegation for commenting on planning applications

12. Finances
 - a. Council to receive the monthly Budget Report
 - b. Council to approve the Payments Schedule
13. Date of next meeting: Monday 10th July 2023

The public and press are invited to attend. If you plan to photograph, film or record the meeting please notify the Chair or Clerk in advance.