

HALVERGATE PARISH COUNCIL

TUESDAY 16TH MARCH 2021, 7.00PM

For details of the Zoom Link, please contact the Parish Clerk at pcclerk.halvergate@gmail.com

AGENDA

- 1. To consider accepting apologies for absence**
- 2. To record declaration of interest from members in any items to be discussed.**
- 3. To adjourn the Meeting to allow public participation:**
 - 3.1 Brian Iles, County Councillor's Report
 - 3.2 Grant Nurden, District Councillor's Report
- 4. To approve the Minutes of the last Parish Council Meeting**
 - 4.1 Matters arising from the Minutes
 - 4.1.1 Clerk's Report

5. Correspondence of Note:

Armed Forces Covenant (e'mail from Policy & Partnerships, BDC). Asking Parish Councils to support and sign the Armed Forces Covenant.	Forwarded to councillors for information and consideration.
Norfolk ALC Annual Subscription Fee due of £179.31but not payable until 30th April.	For information only.
ICO – Renewal Fee (£40) due on 17 th April. If switch to Direct Debit, get a £5 reduction.	For Information only.
Planning Enforcement Training – 17 th March 5pm How BDC/SNC investigate unauthorised development and deal with breaches.	Forwarded to Councillors for information.

6. To approve payments:

Jessica Jennings	Clerk's Fees (Feb / Mar)	£775.80 (Bank Transfer)
HMRC	(Nil Return)	£ 0.00
Viking Direct	Stationery	£169.84 (Bank Transfer)
Viking Direct	Stationery*	£ 63.98 (Bank Transfer)
Beighton Parish Council	Stationery Reimbursement**	£ 10.50 (Bank Transfer)
Jessica Jennings	Zoom License Fee	£ 7.20 (Standing Order)

Credit:

Beighton Parish Council	Stationery Reimbursement***	£ 31.99
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* Operation London Bridge: Good quality paper for Book of Condolence, Hand Sanitiser & pens. Cost shared with Beighton Parish Council (BPC to reimburse HPC £31.99)

** Operation London Bridge: Photographic Paper – reimbursement to BPC

*** BPC's reimbursement as detailed above

7. To consider the following Planning Applications received:

8. Items for Discussion:

8.1	Review of Finance Policies:	Annual Review of Internal financial controls. To
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	1. Review of Effectiveness of Internal Control 2. Review of Effectiveness of Internal Audit 3. Duties of RFO 4. HPC Financial Review Policy	agree and sign off.
8.2	Return to Face-to-Face Meetings from 7 th May.	To discuss implications of the legal requirement to return to face-to-face meetings as from 7 th May, with specific reference to the Village Open Meeting.
8.3	AGM/Village Open Meeting	To agree a date.
8.4	Burial Ground	Confirmation of issue of tree which makes cutting of hedge difficult.
8.5	Commemorative Plaque to American airmen.	To consider putting up a plaque to commemorate American Airmen who lost their lives on the Halvergate Marshes.

9. To receive items for next Agenda and items of interest.

10. Date and time of next Parish Council Meeting.