

Roydon Parish Council

Councillors are summoned to the **Annual Parish Council Meeting** of Roydon Parish Council which will be held on Wednesday 17th May 2023 at 7.15pm in the Main Hall at Roydon Village Hall

Members of the public and press are welcome to attend.

Agenda

1. Election of Chair of the Parish Council.
2. Election of other offices of the Parish Council:
 - a. Vice Chair
 - b. Finance i) Bank Signatories x4 ii) Quarterly check of cashbook
 - c. Allotments Officer
 - d. To Propose our delegated representatives to the steering group of the Diss & District Neighbourhood Plan
 - e. Brewers Green Management Committee (Advisory)
 - f. Village Hall Committee
 - g. Footpath Group Coordinator
 - h. Flood Group Coordinator
 - i. Verge Group Coordinator
 - j. Roydon Round-Up Editor & Co-Editor
3. Apologies for Absence.
4. Declarations of Interest.
5. Public Forum. County & District Councillors reports and public comments.
6. Approval of the Minutes of the Parish Council Meeting held on 26th April 2023.
7. Matters arising from the above minutes (for information only and not on current agenda).
8. Clerk's Report.
9. Financial Matters and Banking.
 - a) Bank Balances and Bank Reconciliation.
 - b) Receipts & Payments to be noted and authorised.
10. Planning Applications:
 - a) Decisions received from SNDC:
None.
 - b) Applications for Consideration by Full Council:
2023/1114: Far End Harley Cottages. 80 Louies Lane, IP22 4EQ. Two storey side extension (revised).
 - c) Late Applications or Decisions not included on the agenda
11. Clerk Recruitment: To form a working party and discuss the timeline and details for recruitment.
12. D&DNP: Report
13. Fair Green Green Fair: Report
14. Litter Pick & Big Green Week: To Confirm the arrangements for the next litter pick on 10th June and confirm arrangements for the Big Green Week.
15. Councillor Training: To discuss full council training, to receive costs, decide on provider and possible dates and agree expenditure.
16. Roydon Round-Up: To discuss the next edition and identify members to help with distribution.
17. Date & Time of Next Meetings: To discuss and approve the dates of the meetings for the coming year including the Annual Parish Meeting and the Annual Parish Council Meeting.

Signed: 

Date: 10th May 2023

Wendy Benson, Parish Clerk & RFO

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