

Old Catton Parish Council

The Pavilion, Church Street, Old Catton, NR6 7DS

Clerk of the Council: Ms Sarah Vincent

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9th January 2024

NOTICE OF MEETING AND SUMMONS TO ATTEND

The **Ordinary** Meeting of Old Catton Parish Council will be held at the Recreation Ground, Church Street, Old Catton on **Monday 15th January 2024 at 6.30pm**

Agenda

1. To receive and approve apologies for absence.
2. To receive any declarations of interest in items on the Agenda and to consider any requests for dispensation.
3. To approve the Minutes of the Ordinary Council Meeting, held on 11th December 2023 (copy herewith).
4. To report on matters arising from the Minutes not covered by the Agenda.
5. To adjourn the meeting for public discussion and to receive the Police, County Councillor's and District Councillor's reports.
6. To receive Clerk's report (copy herewith).
7. **FINANCE**
 - 7.1. To receive and agree bank balances as at 31st December 2023 and approve payment schedule (copy herewith).
 - 7.2. To agree Budget and Precept for Financial Year 2024/25 (copy herewith).
 - 7.3. To consider application for Broadland District Council Clean Up and Bloom Grant (copy herewith).

8. PLANNING

Planning Applications (copy available on Broadland District Council website:

<https://info.southnorfolkandbroadland.gov.uk/online-applications/>

- 8.1.** **2023/3517** – Proposed roof alterations including rear dormer – 65 Constitution Hill, Old Catton, NR6 7RW
- 8.2.** To note any other planning matters.

9. PROPERTY AND RESPONSIBILITIES

- 9.1.** To receive any written or verbal reports from Members meeting with organisations or significant issues from their areas of responsibility.

10. HUMAN RESOURCES

- 10.1.** To confirm revision of the following Council employment policies and that no amendments have been made (copies available on website unless otherwise stated).
 - Bullying and Harassment (copy herewith).
 - Equal Opportunities.
 - Pension (copy herewith).
 - Disability Discrimination.
 - Lone Worker (copy herewith).
 - Safeguarding Children, Young People & Vulnerable Adults.
 - Staff Recruitment (copy herewith).
 - Training (copy herewith).
 - Social Media.
 - Anti-Fraud, Corruption and Theft.

11. POLICIES AND PROCEDURES

- 11.1.** To confirm revision of the following Council policies and procedures and that no amendments have been made (copies available on website unless otherwise stated).
 - Data Protection.
 - Environmental.
 - Street Naming.

- 12.** To note date of next Parish Council Meeting as Monday 12th February 2024 at 6.30pm at the Pavilion, Recreation Ground, Church Street.

Ms Sarah Vincent
Clerk of the Council