

To all Councillors - You are summoned to attend a meeting of Tivetshall Parish Council at Tivetshall Village Hall on Tuesday 8 May 2012 at 7.30pm. The public and press are welcome to attend

Agenda

1. **To election of Chair & Vice Chair**
2. **To consider co-option of new members**
3. **To consider accepting apologies for absence**
4. **To approve the minutes of the last council meeting**
5. **To record declarations of interest from members in any item to be discussed**
6. **To adjourn the meeting to allow public participation**
 - 6.1. Parishioners questions or comments
 - 6.2. District & County Cllr. Reports
 - 6.3. To receive the Police Report
7. **To re-convene the meeting**
8. **To receive an update from the Clerk & outstanding actions** (for information only)
9. **To consider new & outstanding planning applications**
10. **To receive an update on the Queen's Diamond Jubilee celebrations**
11. **To receive the end of year accounts and complete the Annual Return for 2011/12**
12. **To reconsider the appointment of the internal auditor for 2011/12 & 2012/13**
13. **To adopt a Child Protection Policy to enable a jubilee grant funding request to Norfolk County Council**
14. **To consider the renewal of council's insurance**
15. **To receive and discuss items from Parish Councillors**
16. **Finance – Bank balances**

16.1.	Current Account	Statement date 11/04/12	£4,676.83
16.2.	Account Plus	Statement date 16/02/12	£5,662.50

17. Account Payments

- 17.1. Payments for approval - April 2012 (Not approved - Please see finance summary for April)
- 17.2. Payments for approval - May 2012

17.2.1.	Claire Hewett	Salary – April (5 days)	£25.95
17.2.2.	A Pullen	Salary for April (16 days)	£61.44
17.2.3.	A Pullen	Expenses for April	£59.39
17.2.4.	A Pullen	Salary for May	£115.20
17.2.5.	A Pullen	Expenses for May	£22.84
17.2.6.	V Greene	March Meeting (attendance & minutes)	£25.00
17.2.7.	C Moore	Recruitment Expenses	£37.50
17.2.8.	Aftertones	Music Band	£500
17.2.9.	Ed Crafer	Magician (Shortfall agreed)	<£265.44
17.2.10.	C Carlton-Moore	Tea (incl. £75 Grant, SNDC)	£200
17.2.11.	Norfolk China	Mugs	£342.72
17.2.12.	D Gray	Bunting (£150 donation)	£115.15
17.2.13.	FOTS	Deposit for Fun Force (See April summary)	£75.00
17.2.14.	Fun Force	Balance (17.2.13)	£75.00

18. **Correspondence received** – Appendix A
19. **To receive items for the next Agenda**
20. **Date and time of next meeting** – 12 June 2012, commencing at 7.30pm
21. **To pass a resolution to exclude the public to discuss employment services**
22. **To discuss employment issues**
23. **Meeting close**

Appendix A

For Information

1. Account summary & bank reconciliation
2. NALC – Norfolk Link magazine – Issue 187
3. Norfolk Older People’s Strategic Partnership – Quality Standards for printed information
4. Norfolk training Partnership – Initial training for clerks and councillors
5. NALC – A date for your diary – Coffee and a chat
6. NALC – Summer event – the Broads, Rivers & Seascape
7. NALC & SLCC – Joint Summer Conference – Tuesday 3 July