

BOUGHTON PARISH COUNCIL

**The Annual Meeting of Boughton Parish Council
will be held in the All Saints Church, Boughton
on Tuesday 6th May 2025 commencing at 7.00 pm.**

Councillors are summoned to the above meeting for the purposes of transacting the following business. Members of the public and the press are welcome to attend.

- 29/25 To open the meeting and receive apologies for absence.
- 30/25 To elect a Chairperson for 2025/26.
- 31/25 To elect a Vice Chairperson for 2025/26.
- 32/25 To receive declarations of interest for items in the agenda.
- 33/25 To approve minutes from the meeting held on 4th Mar 2025.
- 34/25 To hear reports from Borough and County Cllrs.
- 35/25 To hear from the public. (Max 3 mins per parishioner and 15 mins total).
- 36/25 To review and elect cllrs to Council roles.

- 37/25 **Finance:** To receive financial report.
 - a. To reconcile accounts.
 - b. To approve payments.
 - c. To approve direct debit, standing orders and pre-approved contractual payments.

- 38/25 **Annual Governance and Accounting Report 2024/25:**
 - a. To receive the Internal Audit Report and act on observations/recommendations.
 - b. To agree that the Council is eligible to declare exemption from Limited Assurance Review.
 - i To resolve to declare an exemption form Limited Assurance Review (Ext Audit).
 - c. To agree and approve the AGAR Section 1 Accounting Statements.
 - d. To approve the AGAR Section 2 Accounting Statement as presented by the RFO.
 - e. To note the retirement of the appointed Internal Auditor.

- 39/25 **Correspondence** To consider correspondence requiring further action.
 - a. New Funding Initiative to Support Bus Shelter Installations Across Norfolk.
 - b. Norfolk ALC AGM Wednesday 21st May 2025.
 - c. Planning Parish Update Sessions
 - d. Anglian Water Boughton-Gooderstone New Pipe Project notification.

- 40/25 **Planning Consultations.**
 - a. To consult and comment on applications: None at time of publication.
 - b. To consider late planning applications.
 - c. To receive and consider decisions since last meeting: None at time of publishing.

- 41/25 **To receive updates and reports on Highways matters:**
 - a. Traffic and speed monitoring report.
 - b. White Gates damage – to receive an update on the repair.

- 42/25 **Cllr and Clerk's report on ongoing matters and to raise matters identified since the agenda publication:**
 - a. Late reports.

43/25 **Pond & Green Maintenance.**

- a. To receive a report on the condition of a bench on the Green and determine action.
- b. Update on post replacements around the Green.
- c. Update on installation of the memorial ring to the picnic bench.
- d. Report on pond condition.
- e. Update on a tree health survey quotes.

44/25 To receive late/new reports from cllrs and propose agenda items for next meeting.

45/25 Close the meeting.

Mike Inder

28 April 2025

Mr M G Inder

Proper Officer – Boughton Parish Council

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