



Newton Flotman Annual Parish Council Meeting

I hereby give notice of a meeting of Newton Flotman Parish Council and summon members to attend.

The meeting will be held on **19 May 2026, Church Room, Newton Flotman, 7:30pm**

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

María Hutson

13 May 2026

Clerk to the Parish Council

Agenda

- 1) To elect the chairman – chairman to sign the declaration of acceptance of office
- 2) To elect the vice-chairman
- 3) To consider accepting apologies for absence
- 4) To receive declarations of interest on items on the agenda and consider any requests for dispensations
- 5) To approve and confirm minutes of the last full council meeting on 28 April 2026
- 6) Matters arising from previous minutes
 - Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
- 7) To review the delegation arrangements to the Clerk
- 8) To nominate a Councillor to review the cash book, payments and receipts and bank reconciliation for the forthcoming year; to confirm the bank signatories.
- 9) To review any correspondence received (that is not already on the agenda) – **for information only**
- 10) Councillor updates (to hear reports from Councillors on any parish activity they have undertaken since the last meeting, and which is not on the agenda) – **for information only**
- 11) Regular Items – to receive any updates and to agree any necessary action in relation to:
 - a) Highway issues
 - b) Newton Flotman Village Centre & Alan King Playing Field
 - c) Church activities
 - d) Patient Participation Group
 - e) Youth Club
 - f) Community Action Projects
 - i) Bridge project
 - ii) Walking routes
 - iii) Pedestrian access to Smockmill Common
 - g) Alan Avenue Development
 - h) Devolution and LGR
 - i) Bus shelter refresh and competition entries.
- 12) To consider the Parish Council Priorities for 2026-2031
- 13) Finance
 - a) To consider the Internal Auditor's report for year ending 31 March 2026
 - b) To agree the accounts for year ending 31 March 2026
 - c) To consider the assertions on, and complete, the Annual Governance Statement 2025/26 and to authorise the Clerk and Chairman to sign
 - d) To consider and approve the Accounting Statements 2025/26 and to authorise the Chairman to sign.
 - e) To note the dates for the publishing of the electors rights.
 - f) To consider bronze subscription renewal with Community Action Norfolk – £20
 - g) To note receipts and payments made since the last meeting
 - h) To agree invoices for payment
- 14) Planning
 - a) To consider any planning applications that may be received after the publication of the agenda.
 - b) To note any planning decisions made
- 15) To note the date of the Annual Parish Council Meeting – Tuesday 23rd June, Village Centre, 7:30pm