



## Burston and Shimpling Parish Council

**Public Meeting including the Annual Parish Council Meeting**, of Burston and Shimpling Parish Council to be held on **Wednesday May 21<sup>st</sup> 2025 starting at 7pm at St Mary Church, Diss Road Burston IP225TP** for the purpose of transacting the following business:

Fran Sharp                      clerk@burstonandshimplingparishcouncil.gov.uk    01379 776355                      14<sup>th</sup> May 2025

### AGENDA

1. To Elect the Chair & sign the Declaration of Acceptance of Office.
2. To Elect the Vice-Chair & sign the Declaration of Acceptance of Office.
3. To consider any apologies.
4. To update Councillors Declarations of Interest & receive any declarations regarding agenda items.
5. Public participation, County and District Councillors reports.
6. To receive the Annual Report from the Chair.
7. To receive the Annual Financial Report from the Responsible Financial Officer (RFO).
8. To approve Parish Councils Policies, Standing Orders, Financial Regulations & any relevant amendments.
9. To approve the minutes of the Parish Council Meeting held on 23<sup>rd</sup> April 2025.
10. To set the date for the Annual Parish Meeting 2026.
11. To report Matters Arising from the Minutes not on the agenda – for information only.
12. To note correspondence as listed on the attached schedule and which are not separate agenda items.
13. Finance: Papers to be distributed prior to the meeting where possible
  - 13.1. To approve the attached report of payments and receipts since the previous meeting.
  - 13.2. To approve the monthly statement of accounts for April 2025
  - 13.3. To note that the Internal Audit has been undertaken and exemption certificate to be sent to external auditors.
  - 13.4. Approval of the Summary of the Year End 2024-2025 – income and expenditure.
  - 13.5. Approval of the Year End Reconciliation 2024-2025.
  - 13.6. To approve the Regular Payments, not separately approved for the year 2025-2026
  - 13.7. To receive the Asset List and note any amendments and any actions required. To ensure risk assessments are updated.
  - 13.8. To note the S137 allowance for 2025-2026 is £11.10p
14. Planning Applications as received from South Norfolk Council for consultation
  - 14.1. To receive consultees reports on planning decisions
15. PRoW and Highways Update

16. Recreation Ground Report
17. To consider potential projects that could be eligible to apply for a grant from District Cllr. J. Easter
18. Church Green
  - 18.1. To consider the use of Church Green for the Strike Rally on September 7<sup>th</sup>, 2025 and agree a response
  - 18.2. To consider the biodiversity information board.
  - 18.3. To discuss the grass cutting and wildflower areas.
  - 18.4. To consider any other events for the coming year.
19. A.O.B. Agree A Wakeham as DDNP Monitoring Group Rep
20. To confirm the date and place for the next meeting and items for inclusion on the agenda to Clerk by June 13<sup>th</sup>, 2025.