



## Annual Parish Council Meeting

I give notice of a meeting and summon all Council members to attend.

The meeting will be held on **Thursday 21<sup>st</sup> May 2026 at 7.30pm**

Cantley Village Hall, Manor Road, Cantley, NR13 3SD.

**Members of the public are welcome to attend.**

*A Tandy*

Clerk to the Council

15<sup>th</sup> May 2026

### Agenda

1. Election of Parish Council Chairman - to sign the declaration of acceptance of office
2. Election of Parish Council Vice Chairman – to sign the declaration of acceptance of office
3. Welcome and receive apologies for absence
4. To receive declarations of interest on items on the agenda and consider any requests for dispensations
5. To agree the minutes of the Parish Council meetings held on 16<sup>th</sup> April 2026.
6. Public Open Forum and reports from the County and District Councillors
7. To report matters arising from the minutes not on the agenda: for information only
8. **To agree the appointment of Councillors to Council Roles:**
  - a. Limpenhoe Village Green
  - b. Internal Control
  - c. SAM2
  - d. Bank signatories and online authorisers
  - e. Representative on Norfolk Climate Change Partnership - Net Zero Communities
9. **To agree the appointment of councillors to outside bodies:**
  - a. Cantley Village Hall
  - b. Limpenhoe Village Hall
  - c. Cantley Community Trust
10. **Neighbourhood Plan**
  - a. To receive an update with progress on the Neighbourhood Plan
  - b. To consider the tenders from Planning Consultants.
11. **Planning**

To consider any planning applications received following publication of the agenda.
12. **Staithe Charity**

To hear an update on the progress with the Charity Commission application.

### 13. Cantley Village Hall

To consider the draft transfer document from nplaw and whether this can now be agreed.

### 14. Highways and Transport

- a. To hear an update on matters reported to Highways.
- b. To receive the SAM2 report.
- c. Norfolk County Council Bus Shelter Grant Scheme 2026/27.

### 15. Policies

- a. To review the Recording at Meetings Policy
- b. To review the Press and Media Policy
- c. To consider the adoption of a Scheme of Delegation

### 16. Audit

- a. To receive the Internal Auditors report and recommendations
- b. To receive the Annual Governance Statement in 2025/26 Annual Governance & Accountability Return (AGAR)
- c. To consider submission of the Certificate of Exemption for 2025/26
- d. To receive the Statement of Accounts in the 2025/26 AGAR

### 17. Finance

- a. To approve the bank reconciliations to 30<sup>th</sup> April 2026.
- b. To approve the following payments for May 2026:

| Voucher | Date       | Supplier             | Account name        | Net      | VAT   | Total  |
|---------|------------|----------------------|---------------------|----------|-------|--------|
| 252     | 11/05/2026 | Lloyds Bank plc      | Bank Interest       | 5.46     | 0.00  | 5.46   |
| 258     | 20/05/2026 | Lloyds Bank          | Bank Service Charge | -4.25    | 0.00  | -4.25  |
| 259     | 21/05/2026 | Sue Lake             | Audit Fees          | -75.00   | 0.00  | -75.00 |
| 260     | 21/05/2026 | Cantley Village Hall | Hall Hire           | -16.00   | 0.00  | -16.00 |
| 261     | 28/05/2026 | Anne Tandy (Clerk)   | Clerks Salary       | Redacted | Under | GDPR   |
| 262     | 21/05/2026 | Anne Tandy (Clerk)   | Stationery          | -9.73    | 0.00  | -9.73  |
| 263     | 21/05/2026 | Anne Tandy (Clerk)   | Clerks Expenses     | -48.50   | 0.00  | -48.50 |
| 264     | 21/05/2026 | Cantley Village Hall | Neighbourhood Plan  | -12.00   | 0.00  | -12.00 |
| 265     | 21/05/2026 | Cantley Village Hall | Hall Hire           | -16.00   | 0.00  | -16.00 |

### 18. Correspondence

- Broadland District Council - Town and Parish Forum Agenda 14 April 2026
- Tree Council – Events National Hedgerow Week
- Broads Authority – Broads Review Plan
- Broads Society – Newsletter Broadly Speaking
- Galliford Try – A47 Closures April/May 2026
- Tree Council – Connect Children with Nature
- Parish Online – Newsletter #66
- Campaign for the Protection of Rural England – Future Rural today
- BADCOG – May 2026 Newsletter
- Community Action Norfolk – Empowering Communities Newsletter
- Open Spaces Society – April Updates
- Campaign for the Protection of Rural England – Join the campaign for the Countryside
- Broadland District Council – Update to Streetnaming and Numbering Legislation
- Norfolk Parish Training and Support – Chairmanship Training
- Campaign for the Protection of Rural England – Latest update on our Countryside.

**19. Items for the Parish Council Meeting Agenda on Thursday 18<sup>th</sup> June 2026 at 7.30pm at Cantley Village Hall.**

**20. To consider a proposal to exclude the public under the Public Bodies (Admissions to Meetings) Act 1960, to exclude the public due to the confidential nature of the item to be discussed – legal matter:**

- a. Land at Limpenhoe Village Green.