



Flitcham cum Appleton Parish Council

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Chairman: Susan Allen **Clerk:** Gill Welham

Dear Parishioner

The Annual Parish Meeting of Flitcham cum Appleton Parish Council will be held on

Monday 12th May 2025 at 7.30 pm at the Community Centre, Flitcham

to be followed by the Annual Parish Council Meeting. You are warmly invited to attend

Yours sincerely (Clerk)

ANNUAL PARISH MEETING AGENDA

1. Apologies for absence
2. Minutes of last Annual Parish Meeting held on 7th May 2024 for approval
3. Matters arising from those minutes
4. Declaration of interests in items on the Agenda
5. Chairman's Report
6. Parish Council Financial Report
7. Reports from village groups:
 - St Mary's Church
 - Flitcham Community Centre Management Committee
 - Flitcham Social Club
 - Flitcham Bowls Club

ANNUAL PARISH COUNCIL AGENDA

1. Apologies for absence
2. Election of Chairman for the coming year and declaration signed for acceptance of office
3. Election of Vice Chairman for the coming year and declaration signed for acceptance of office.
4. Co-option of new councillors to the PC.
5. Declaration of interest in items on the Agenda
6. Minutes of the meeting held on 3rd March 2025 to be approved.
7. Matters arising from the minutes not already included in this agenda.
 - 03.03.06 – possible funding for Playground
 - 03.03.13 – signed contract for grass cutting
 - 03.03.14 – advertise need for new councillors – one new councillor to be appointed at this meeting.
 - 03.03.17 – Flitcham PC website – About Flitcham page has been updated.
 - Abbey Road verge – Clerk had written to Cllr Dark re 'The Reserve' but no response, however Highways have now cleared a suitable pathway.
 - Bus shelter – Clerk had posted on social media about only leaving books, only one unhappy comment made
8. Public question time
9. Councillors Reports: Playground, Defibrillator
10. Finance:
 - a. Review of Internal Auditors Notes
 - b. Approve the Annual Governance Statement (Section 1 of the AGAR Parts 2 & 3).
 - c. Consider the Accounting Statements 2024-2025
 - d. Approve the Accounting Statements and sign off by Chairman
 - e. Approval of invoices for payment
 - f. To review and approve Insurance renewal
 - g. Exchange memory stick
11. To review Playground Inspection renewal contract and discuss ongoing maintenance issues.

- 12 To discuss increased costs re Dog Bin Emptying and the move to fortnightly.
13. Update from TA re Sandringham Concerts
14. To discuss Flitcham website and review additional links suggested by Norfolk ALC
- 15 To discuss available funding to replace Bus Shelter
- 16 To review the Emergency Plan
- 17 Correspondence
 - ~ Email from Paula.Gilluley@norfolk.police.uk re April SNAP meeting
 - ~ Email from Tim.Baldwin@West-Norfolk.gov.uk re beach clean-up
 - ~ Email from planning.policy@west-norfolk.gov.uk re adoption of local plan
 - ~ Email from Cllr Dark re NCC not charging for VE/VJ Day celebrations
 - ~ Email from cllr.Alistair.Beaales@West-Norfolk.gov.uk re Devolution Powerpoint presentation
- 18 Business extra to the agenda (for discussion only, no decisions can be taken)
- 19 Date of next meeting: Monday 7th July 2025

Action to be taken at the next meeting.