

# Matlaske Parish Council

**DRAFT** Minutes of the Meeting of the Parish Council held on Monday 13<sup>th</sup> November 2023 at 7.30pm St Peter's Church, Matlaske.

**Councillors Present:** Cllr Sara Buxton (Chairman), Cllr Felicity Rushmer, Cllr Ian Fitzpatrick-Swallow, Cllr Stacy Buckley, Cllr Dick Fiddian and Cllr Marion Shepherd (Vice-Chairman),

**In Attendance:** Amanda Yacoubian (Clerk)

## 1. To Consider Accepting Apologies for Absence:

## 2. Public Forum

### a) To receive questions or comments from the parishioners:

None

### b) To receive the reports from the District & County Councillors:

#### a) County Councillor

Digital report received from Cllr Ringer on 1<sup>st</sup> November 2023

## 3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:

None

## 4. To approve Minutes of the Parish Council Meeting held on Monday 11 September 2023

The minutes of the Parish Council Meeting held on Monday 11 September 2023 previously circulated to all members. Unanimously agreed and signed by the Chairman.

## 5. Matters Arising from the Minutes

None

## 6. Finance

### a) To Review the Financial Update 2023/24

The financial update was noted, reporting that the Council had £1415.23 in the bank as of 3<sup>rd</sup> November 2023.

### b) To Approve Payments

i)	A Yacoubian	September Salary	£125.23
ii)	A Yacoubian	October Salary	£187.85
iii)	Countryside Recycling	Waste	£15.00

### c) To approve any invoices received since the agenda was created

None

### d) To note income received

(i)	NNDC	Precept	£1,125.00
(ii)	NCC	Recycling credits	£158.30

e) To agree Precept for 2024/25                      £2800

**7. Correspondence**

- (i) Email from Cllr Ringer dated 1st November 2023
- (ii) Email sent to Highways re Streetscene visit from 20th November 2023
- (iii) NALC – Biodiversity deadline 1st January 2024 (Policies & Objectives)
- (iv) NCC recycling credits £158.30 (rec'd) & £108.69
- (v) Travel Norfolk Volunteers email from Cllr Vardy dated 3rd October 2023
- (vi) NALC D-Day event 6th June 2024 – lighting beacons

**8. Planning**

- a) To Comment on and Recommend/Object any Current planning applications:  
**None**
- b) To receive an update on any previous planning applications:  
**None**

**9. Other Matters**

To decide on our internal auditor for 2023/24

**10. Date of Next Meeting**

The next meeting will take place at 7.30pm St Peter’s Church, Matlaske on Monday 8<sup>th</sup> January 2024

The meeting closed at 8pm.

Signed.....  
Chair