

KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN
Tel. 01328 822366 email: Kettlestonepc@googlemail.com
Website: <http://kettlestoneparishcouncil.norfolkparishes.gov.uk/>

To: David Head, Trevor Hoad, Robert Kilbourn (Chair), James Kilpatrick, Barbara Wyvill (Vice-Chair),

cc: Mike Hankins (District Councillor), S Aquarone (County Councillor), SNT Fakenham

**You are summoned to a Meeting of Kettlestone Parish Council on
Monday 20 November 2023 at 7:30 pm in the Village Hall**

Signed:

Date:.....

AGENDA

Welcome

- 1) **Apologies**
- 2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below.
- 3) **Minutes of the previous Meeting** (25 Sept) to be approved for signing as a true record.
- 4) **Matters arising:** Progress on items from previous meetings for information or reminders only.
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- 5) The meeting will be temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report.
The Chair will re-open the meeting.
- 6) **Planning**
 - a) Planning **applications** received since the previous meeting.
 - b) **Decisions** made by the District Council since the previous meeting.
- 7) **Highways & footpaths:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
 - a) Items to report:
- 8) **Donations.**
 - a) To resolve that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. To note donations last year: £100 to Kettlestone Village Hall; £50 to the PCC towards grass cutting; and £50 to the Air Ambulance.
- 9) **Financial business** to consider payment of invoices and other financial business.
 - a) **Balances** as at 27 Oct: Current account £2,716.85; Savings account £4,113.19
 - b) **Receipts** since 30 Aug: interest £9.93, Precept £2,070.
 - c) **Regular payments** since 30 Aug: rent for land next to Almshouse £1; salary and on-costs.
 - d) **Payments** to approve:

to whom	cheque no	Amount
Joanna Otte (expenses Oct - Nov)	100453	£23.35
North Norfolk District Council (elections)	100454	£20.03

10) Employment

- a) Salary increase for 2023-24: The Local Government Association (LGA) advised the National Association of Local Councils on 6 November that 'Agreement has been reached on the pay award for local government services ('Green Book') employees, covering the period 1 April 2023 to 31 March 2024.' SCP 19: was £14.48 increased to £15.48.

KETTLESTONE PARISH COUNCIL

- i) Back pay for 2023-24 April to November: salary + £104; Annual Salary less employee's pension contribution + £98.28; Employee's pension contribution + £5.72: Employer's pension contribution + £24.44.
- ii) To approve and sign the instructions to the bank to make the back payments and to change the monthly payments.

11) To consider and set the Budget and Precept for 2024-25

- a) To review the figures (attached).

Expected bank balance at the end of March 2024 is **£4,864** (of which £550 is the Covid hardship grant and the remaining £4,300 is listed as reserved funds).

Expected **expenses** for 2024-25 are **£4,597**

- b) To determine whether or not there are any other likely calls on planned expenditure.
- c) Propose to increase the precept by £211 (an increase of 5%) to £4,350.
- d) To agree the precept for 2024-25 and complete the necessary form.

12) To consider applying for a NNSCF grant

13) Environment

- a) Climate Emergency Group

14) Newsletter

15) Correspondence: mail circulated as usual via email

- a) NNDC are organising a series of sessions across the district that aim to provide an introduction to Town & Country Planning and how Town & Parish Councils can best respond to and get involved with the Town Planning system. This initiative was launched at the Town and Parish Council Forum today with the first session being held on 20 November at The Maltings in Wells. Further sessions in other locations will be arranged during 2024 and 2025.

16) Reports from parish councillors and items for placing on the agenda for the next Meeting.

17) The next meeting will be on Monday 15 January 2024 at 7:30pm in the Village Hall.