

THORPE ST ANDREW TOWN COUNCIL

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**SUMMONS TO ATTEND THE MEETING OF THE
THORPE ST ANDREW TOWN COUNCIL
MEMBERS OF THE PUBLIC ARE WELCOME**

2 June 2025

Notice is given that the Town Council Meeting of Thorpe St Andrew will be held on
Monday 9 June 2025, at 7.30pm
at Roxley Hall, Yarmouth Road, Thorpe St Andrew NR7 0QF

Yours sincerely

Sarah Bristow (Mrs)
Locum CEO/Town Clerk/RFO

If any member of the Public present wishes to address an item on the Agenda please advise at agenda Item 3 public questions or by speaking with the Clerk prior to the start of the meeting. The item may be considered earlier.

- 1. To Consider apologies for absence**
- 2. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
Please indicate if there are any interests, which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.
- 3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**
- 4. To Receive Councillor Reports**
 - 4.1 County Councillor – Cllr Fisher, Mackie, and Ward**
 - 4.2 District Councillors – Cllr Bailey, Berry, Bowe, Emsell, Eden & Mancini Boyle**

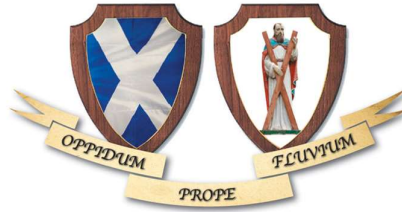
- 5. Announcements (for information only)**
 - 5.1 The Town Mayor**
 - 5.2 The Locum Town Clerk**
- 6. Minutes of The Annual Town Council Meeting held on 19 May 2025**
 - 6.1 To consider and approve the minutes.**
 - 6.2 Matters arising from the minutes.**
- 7. Minutes of The Planning Committee Meeting held on 2 June 2025**
 - 7.1 To note the decisions of the meeting**
- 8. Finance: (see reports attached)**

To review and consider any action necessary.

 - 8.1 Monthly Accounts for Payment.**
 - 8.2 Money Received.**
 - 8.3 Bank Rec April/May 2025**
 - 8.4 Hirers Agreement/Hirers Rent/Leases.**
- 9 Finance: End of Year 24-25 (see reports attached)**

To review and consider any action necessary.

 - 9.1 To receive Internal Auditor Report**
 - 9.2 To sign and agree the Annual Governance Statement**
 - 9.3 To note Balance Sheet**
 - 9.4 To note Variance Notes**
 - 9.5 To note End of Year Earmarked Reserves**
 - 9.6 To agree Accounting Statement**
 - 9.7 To review Asset Register**
 - 9.8 To Review Insurance**
 - 9.8.1 Building/Asset Valuation**
 - 9.8.2 Playground**
- 10. To review and adopt the New Standing Orders**
- 11. To review and adopt the New Financial Regulations**
- 12 New CCTV Analogue to Digital**
- 13 VE Day De-Brief**
- 14 Football Goals & Nets – Update**
 - 14.1 To approve the expenditure for survey**
- 15 Morse Working Group – Update**
- 16 Arboretum Proposal – Cllr Bailey**
- 17 To Consider Cllr Snellings membership to the Planning and Environment Committee.**



THORPE ST ANDREW TOWN COUNCIL

- 18 Governance:**
- 18.1 Any Training Requirement**
 - 18.2 Annual SLCC Conference**
- 19 Correspondence: (see associated papers) To review and consider any action necessary**
- 19.1 Whitlingham Junction Sign**
 - 19.2 Wheelchair Access to the Fitzmaurice Park**
 - 19.3 Great Collaboration**
- Any correspondence that needs action which arrives after the published agenda will be added if cannot wait until the next meeting.*
- 20 Items For Next Agenda**
- 20.1 To consider items that need to go on the next agenda.**
- 21 Date, and Place of next meeting.**
Town Council Meeting Monday 7 July 2024 at 7.30 at Roxley Hall
- 22 EXCLUSION OF THE PRESS AND PUBLIC**
To consider passing the following resolution: “That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 23 Staffing Issues**