



**AGENDA – Hoveton Parish Council**  
**Meeting to be held on Monday 4<sup>th</sup> September 2023 at 18:45**  
**Meeting to be held in the Jubilee Room at Hoveton Village Hall**

Councillors are summoned to the above meeting; members of the public and press are invited.

Signed:

*B Bethell*

Ben Bethell, Clerk and Responsible Financial Officer to Hoveton Parish Council

Wednesday 30th August 2023

**1 ATTENDANCE**

To note those present and to consider apologies for absence.

**2 DECLARATIONS OF INTEREST**

Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with Hoveton Parish Council's Code of Conduct. The Council is asked to consider any requests for dispensations.

**3 MINUTES OF PREVIOUS MEETING AND MATTERS ARISING**

To approve the minutes of the full council meeting held on 24<sup>th</sup> July 2023, and to note any matters arising.

**4 PUBLIC FORUM**

- 4.1 To receive a report from County and District Councillor Dixon.
- 4.2 To receive a report from District Councillor Mancini-Boyle.
- 4.3 To receive a police report.
- 4.4 To receive questions and representations from members of the public relating to matters on the agenda. 15 minutes in total for this item, maximum 3 minutes per speaker.

## **5 PLANNING**

- 5.1 PA/23/1787 – Installation of solar PV equipment on roof of non-domestic building - Unit 2, Station Business Park, Horning Road West, Hoveton, Norwich, Norfolk, NR12 8QJ
- 5.2 PF/23/1742 - Porch to southwest elevation of dwelling and external alterations; new driveway/parking area with fence to match existing - 1 Three Acre Close, Hoveton, Norwich, Norfolk, NR12 8QL

## **6 ADMINISTRATION**

- 6.1 To receive the Clerk's Report.
- 6.2 Questions to the Clerk.
- 6.3 To receive an update from the Parish Warden.
- 6.4 To note any highways issues and note any updates about the SAM2 sign.

## **7 FINANCE**

- 7.1 To review and approve items of expenditure (Schedule of payments, circulated).
- 7.2 To review the budget variances and note the bank reconciliation to August 31st.

## **8 ITEMS FOR THE NEW BRIDGE AND FOR THE NEXT MEETING**

- 8.1 To note the meeting date, any items for the next agenda, and any items for The New Bridge magazine.

Ben Bethell, Parish Clerk & RFO  
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