

LINGWOOD & BURLINGHAM PARISH COUNCIL

CHAIRMAN : Mr B. Bethell Tel: 01603 715095

**The Next Meeting will be held at the Methodist Schoolroom, Chapel Road,
Lingwood on Tuesday 2nd December 2014 at 7.30pm.**

AGENDA

- 1. Welcome & apologies for absence.**
- 2. Declarations of interest:**
- 3. Public Forum:**
- 4. Minutes of the meeting 4th November 2014:**
- 5. Matters arising from 4th November 2014 Meeting:**
- 6. Correspondence:** a) Broadland District Council – Neighbourhood Plan Workshop, 7th January 2015, 10am – 4.30 pm, response by 19th December.
- 7. Action Log:**
- 8. Formal Risk Assessment and Review of Internal Control:** To agree and adopt a formal Risk Assessment and Review of Internal Control.
- 9. Highways:**
- 10. Finance:**
 - a) Authority to Pay was Requested for: i) K. Monsey Nov Cemetery Grass £ 144 ii) Beighton Builders – Reading Room renovations £8,513.09 + VAT. iv) CGM Grass Cutting. v) Play Inspection £108.05 inc VAT vi) Rogers Norton Solicitors 1st Payment on account of £500 to transfer Nursery School Building.
 - b) Retrospective payments: i) Royal British Legion Wreath Donation £50
 - c) Footpath Report £150
 - d) ENTUA Subs, usually £5 to £10
 - e) Acle Academy funding request for Composting equipment.
 - f) Norfolk Rural Community Council, Community Fuel Scheme, Membership fee £20 p.a. or £60 lifetime membership.
 - g) Solicitors fees, quote for land swap at Millennium Green @ £600.

**The Next Meeting of the Lingwood Reading Room Trustees Will be held at the
Methodist Chapel after the 2nd December 2014 Parish Council Meeting.**

Agenda

- 1. Welcome and Apologies for absence:**
- 2. Declarations of interest:**
- 3. Minutes of the meeting 4th November 2014:**
- 4. Matters arising from 4th November 2014 Meeting:**
- 5. Finance:** Payments Requested a) Paul Davies Electrical £1699
b) Beighton Builders £8513.09 + VAT (£1702.61) = £10,215.70 - Parish Council to pay on loan.

Date & time of next monthly meeting – Tues 13th January 2015 7.30pm.

Clerk - Mrs S. G. Dickinson, Two Acres, Lodge Road, Lingwood, Norwich, NR13 4TF, Tel: 01603 714251

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