



# Blofield Parish Council

Chair – Stuart Smith Clerk to the Council – Sarah Osbaldeston and Eleanor Bannister  
Blofield Parish Council, The Lodge, 48 Panxworth Road, South Walsham,  
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You are invited to the online Annual Parish Council Meeting (APCM) on Monday 23<sup>rd</sup> May 2022 at 7.00pm for the purpose of transacting the following business. This will be followed by the Parish Council meeting commencing as soon as this agenda is complete.

**This is an online meeting, if you would plan to attend please let the clerk, Sarah Osbaldeston know at [blofieldpc2@gmail.com](mailto:blofieldpc2@gmail.com).**

## Agenda

1. Welcome and Introduction to the meeting (SJS)
2. Election of Chair
3. Election of Vice Chair
4. To accept apologies for absence
5. To remind all councillors to review the code of conduct and declarations of interest forms to ensure they are up to date
6. Election of two planning leads
7. **TO CONSIDER APPOINTING VILLAGE HALL REPRESENTATIVES IF REQUIRED**
  - 7.1. Two Margaret Harker Hall representatives
  - 7.2. One/Two Heathlands Community Centre representatives
  - 7.3. Two Court House representatives
8. To appoint the parish council representative trustee for Heathlands Community Centre (must be a parish councillor/clerk)
9. To appoint a community project working group
10. **APPOINTMENT OF COUNCIL REPRESENTATIVES:**
  - 10.1. To note Blofield Fuel Charity trustees
  - 10.2. To note the two Reve Foundation parish appointed charity trustees
  - 10.3. To note the two parish appointed Relief-In-Need charity trustees
  - 10.4. Appointment of two tree wardens
  - 10.5. Appointment of two footpaths wardens
  - 10.6. Appointment of two Allotment representatives attending the BAA/Council working party
  - 10.7. Appointment of two Local Authority Cluster representatives
  - 10.8. Appointment of a Blofield Churchyard representative
  - 10.9. Appointment of Martys Marsh representatives
11. **FINANCE APPOINTMENTS:**
  - 11.1. Election of a Finance Chair
  - 11.2. To appoint finance working party and data protection working party members
  - 11.3. To appoint an internal 'finance control' from the council (to check finances)
  - 11.4. To approve cheque signatories and three online authorisers
12. **CLOSE THE MEETING**

*Sarah Osbaldeston* Parish Clerk  
17 May 2022