



Blofield Parish Council

Chair – Stuart Smith Clerks 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 Annual Parish Council Meeting (APCM) on Thursday 22nd May 2025 at 7.00pm at Blofield Courthouse 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.

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 LGA code of conduct
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 the Parish Council representative trustee for Margaret Harker Hall (must be a parish councillor/clerk)
10. To appoint a community project working group, 2025/26
11. To appoint a council flood representative
12. **APPOINTMENT OF COUNCIL REPRESENTATIVES:**
 - 12.1. To note and appoint Blofield Fuel Charity trustees as required
 - 12.2. To note the Reve Foundation and Relief-in-Need parish appointed charity trustees to serve until May 2028 (a councillor / clerk / parishioner)
 - 12.3. Appointment of two tree wardens
 - 12.4. Appointment of two footpaths wardens
 - 12.5. Appointment of two Allotment representatives attending the BAA/Council working party
 - 12.6. Appointment of two Local Authority Cluster representatives
 - 12.7. Appointment of a Blofield Churchyard representative
 - 12.8. Appointment of Marty's Marsh representatives
 - 12.9. Appointment of Farman Field representatives
13. **FINANCE APPOINTMENTS:**
 - 13.1. Election of a Finance Chair
 - 13.2. To appoint finance working party and data protection working party members
 - 13.3. To appoint an internal 'finance control' from the council (to check finances)
 - 13.4. To approve cheque signatories and three online authorisers
 - 13.5. To consider any additional roles to appoint
14. **CLOSE THE MEETING**

Sarah Osbaldeston Parish Clerk
14 May 2025