

Summons to Councillors to Attend Creeting St Peter Parish Council

Dear Councillor:

You are summoned to attend the Parish Council meeting which will be held at:

**The Church Hall, Creeting St Peter**

**on**

**Monday, 28<sup>th</sup> November 2022 at 7.30pm.**

Members of the public from the village are welcome to attend this meeting.

A handwritten signature in black ink, appearing to be 'Mark Knight', written in a cursive style.

Mark Knight – Parish Clerk

23<sup>rd</sup> November 2022

The Church Hall, The Lane, Creeting St. Peter, Suffolk, IP6 8QR  
Tel: 07841 878341 [www.creetingstpeter.suffolk.cloud/parish-council](http://www.creetingstpeter.suffolk.cloud/parish-council)  
email: pc.creetingstpeter@gmail.com

## PARISH COUNCIL MEETING

Notice of meeting to be held on Monday 28<sup>th</sup> November 2022 at 7.30pm in  
The Church Hall, The Lane, Creeting St. Peter, Suffolk, IP6 8QR  
for the purpose of transacting the following business.

### AGENDA

#### The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

#### WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
  - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.  
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)
  - (b) Parish Clerk to report any written requests for dispensation in respect of items on this agenda.
3. **To receive approval of minutes of the Parish Council Meeting held on 17<sup>th</sup> October 2022 from those members present at the meeting.**
4. **Public Participation** (as permitted by Standing Orders)

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).
5. **Co-option of Councillors**
6. **Report from**
  - Chair
  - Vice-Chair
7. **Report from County Councillor.**
8. **Report from District Councillor.**
9. **Financial Matters 2021/2**
  - 9.1 **Internal Audit Report & Action Plan**
10. **Financial Matters 2022/23**

**10.1 Confirmation of Bank Balances (31 October 2022)**

- 10.1.1 Current Account (£9,448.10)
- 10.1.2 Play Area Reserve (£4,680.95)
- 10.1.3 Fen Alder Reserve (£2,770.34)
- 10.1.4 Lottery Account (£3,718.93)
- 10.1.5 General Reserve (£2,752.60)

**10.2 Confirmation of Bank Account Receipts (1 September to 31 October 2022)**

- 10.2.1 MSDC Precept (0.5) (£2,600 – 12 September 2022)
- 10.2.2 Bank Account Interest (£0.85 – 5 September 2022)

**10.3 Receipts and Payments Budget Reports (31 October)**

**10.4 Review & Approval of Bank Reconciliation (31 October)**

**10.5 Authorisation of Payments**

**11. Financial Matters 2023/4**

**11.1 Budget, Precept & Reserves (2023/4)**

**12. General Matters**

- 12.1 Review and adoption of Standing Orders
- 12.2 To confirm a schedule of policy review

**13. Planning Matters**

- 13.1 No applications.

**14. To receive reports from portfolio holders**

**15. Exchange of information**

**16. Time and Venue of next Council meeting to be held on Monday 16<sup>th</sup> January 2022 at 7.30pm in the Church Hall.**

**CLOSE**

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

**THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING**

Mark Knight Town Manager

dated 16<sup>th</sup> November 2022

List of non circulated items: (Members can request to see a copy of these items at any time – but these do not merit an agenda item.)