

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, 17th July 2023 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

12th July 2023

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

ANNUAL PARISH COUNCIL MEETING

Notice of meeting to be held on Monday 17th July 2023 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.

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 Meetings held on 17th May and 21st June 2023 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. **Report from**
 - Chair
 - Vice-Chair
6. **Report from County Councillor.**
7. **Report from District Councillor.**
8. **Financial Matters**
 - 8.1 **Confirmation of Bank Balances (19 June 2023)**
 - 8.1.1 **Current Account (£3,891.29)**
 - 8.1.2 **Play Area Reserve (£4,635.23)**
 - 8.1.3 **Fen Alder Reserve (£2,774.53)**
 - 8.1.4 **Lottery Account (£3,724.56)**
 - 8.1.5 **General Reserve (£2,763.30)**

8.2 Bank Account Receipts

8.2.1 Reserve Bank Interest (£15.42)(5 Jun 2023)

8.3 Approval of Payments

8.4 Review & Approval of Internal Audit Report Response & Action Plan

9. General Matters

9.1 To approve the draft Financial Regulations

9.2 To approve the Communications Policy

9.3 To approve the format of staff contracts

9.4 To consider a response to the National Grid Norwich to Tilbury Consultation

10. Planning Matters

10.1 Creeting Hall Farm, Mill Lane DC/23/02768

11. To receive reports from the following Portfolio Holders:

11.1 Play Areas.

11.2 Highways Issues.

11.3 Footpaths.

11.4 Defibrillator.

11.5 Gateway 14.

11.6 Streetlights.

12. Exchange of information

13. To confirm the time and venue of next Council meeting as the 12th September 2023 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 Clerk to the Council

dated *12th July 2023*