

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, 20th November 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

15th November 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

PARISH COUNCIL MEETING

Notice of meeting to be held on Monday 20th November 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. 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 18th September 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 October 2023)**

8.1.1	Current Account (£4,887.70)
8.1.2	Play Area Reserve (£4,647.65)
8.1.3	Fen Alder Reserve (£2,787.77)

- 8.1.4 Lottery Account (£3,742.33)
- 8.1.5 General Reserve (£2,770.70)

8.2 Confirmation of Receipts

- 8.2.1 Receipt of HMRC VAT Refund (2021/22) (2/2) (£78.11) (6 July 2023)
- 8.2.2 Receipt of Reserve Bank Accounts Interest (£37.27) (4 September 2023)
- 8.2.3 Receipt of MSDC Precept (2023/24) (2/2) (£2,860.00) (11 September 2023)
- 8.2.4 Receipt of EPN Wayleave Payment (2023/24) (£24.96) (4 October 2023)
- 8.3 Review of Receipts/Budget & Payments/Budget Reports (19 October 2023)
- 8.4 Review & Approval of Bank Reconciliation (19 October 2023)
- 8.5 Provision of Outstanding Barclays KYC Information & Risk of Closure of Accounts
- 8.6 Consideration of Backdated Local Government Pay Claim (2023/24) (1 April 2023)
- 8.7 Signing & Posting of Cheques for Previously Approved Payments (17 July 2023)
 - 8.7.1 (No 13) East Suffolk Internal Drainage Board (Drainage Rates 2022/24) (£2.99)
 - 8.7.2 (No 14) Suffolk Association of Local Councils (Internal Audit 2022/23) (£202.80)
- 8.8 Review & Approval of Payments & Rotation of Online Preparer/Authorisers
- 8.9 Review & Approval of Budget, Precept & Reserves (2024/25)

9. General Matters

- 9.1 To discuss purchasing GDPR compliant email addresses after auditor recommendation.
- 9.2 Update on SAM camera purchase.
- 9.3 Consideration of application for Locality Grants.
- 9.4 Consideration of voting intentions to NALC Smaller Councils' Committee.
- 9.5 To note the letter from Suffolk County Council regarding streetlighting.
- 9.6 To discuss and adopt the Civility and Respect Pledge.

10. Planning

- 10.1 Sherbourne Cottage, The Lane, IP6 8QG DC/23/05261

11. To receive reports from portfolio holders

- 11.1 Play Areas.
- 11.2 Highways Issues.
- 11.3 Footpaths.
- 11.4 Defibrillator.
- 11.5 Gateway 14.
- 11.6 Streetlights.
- 11.7 Norwich to Tilbury Consultation.

12. Exchange of information

13. Time and Venue of next Council meeting to be confirmed as Monday 15th January 2024.

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 15th November 2023