

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, 18<sup>th</sup> September 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

13<sup>th</sup> September 2023

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 18<sup>th</sup> September 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 Meeting held on 17<sup>th</sup> July 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.**
6. **Report from County Councillor.**
7. **Report from District Councillor.**
8. **Financial Matters**

#### 8.1 Confirmation of Bank Balances (19 July 2023)

8.1.1	Current Account (£3,279.46)
8.1.2	Play Area Reserve (£4,635.23)
8.1.3	Fen Alder Reserve (£2,780.32)
8.1.4	Lottery Account (£3,732.33)
8.1.5	General Reserve (£2,763.30)

#### 8.2 Bank Account Receipts

8.2.1 Reserve Bank Interest (£13.56)(5 June 2023)

8.2.2 Review of Receipts/Budget and Payments/Budget Reports (19 July 2023)

8.2.3 Review & Approval of Bank Reconciliation (19 July 2023)

8.2.4 Review & Approval of Annual Insurance Renewal (1 October 2023)

8.3 Approval of Payments & Rotation of Online Preparer/Authorisers

9. General Matters

9.1 To discuss the Fen Alder Carr Lease.

9.2 To confirm an application for s.106 funding.

9.3 Update on Gateway 14 s.106 funding.

9.4 To discuss speed indicator monitors.

9.5 To consider the quote for playground inspection.

10. Planning Matters

10.1 Clamp Farm, Mill Lane: DC/23/04176

10.2 Gateway 14 Land Between The A1120 and A14: DC/23/04047

10.3 To note decisions made under delegated authority

10.3.1 Clamp Hill Farm, Mill Lane: DC/23/0396

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.

11.7 Norwich to Tilbury Consultation (to be appointed).

12. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt with after the item that confirms details of the next meeting.

13. To discuss and approve staff contracts.

14. Exchange of information.

15. To confirm the time and venue of next Council meeting as the 20<sup>th</sup> November 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 13<sup>th</sup> September 2023