

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, 22<sup>nd</sup> January 2024 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

17<sup>th</sup> January 2024

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 22<sup>nd</sup> January 2024 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 20<sup>th</sup> November 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 2022/23**

- 8.1 **Confirmation of Bank Balances (19 December 2023)**

8.1.1	Current Account (£3,799.65)
8.1.2	Play Area Reserve (£4,663.84)
8.1.3	Fen Alder Reserve (£2,797.48)
8.1.4	Lottery Account (£3, 755.36)
8.1.5	General Reserve (£2,780.35)

- 8.2 Confirmation of Bank Account Receipt - Interest (£48.58) (4 December 2023)
- 8.3 Receipts and Payments Budget Reports (19 December 2023)
- 8.4 Review & Approval of Bank Reconciliation (19 December 2023)
- 8.5 Review of Approval of Payments and Online Authorisation.
- 8.6 Review of Internal Control Checklist & Lead Appointment.
- 9. Financial Matters 2024/5
  - 9.1 Signing of Precept Request Form
- 10. General Matters
  - 10.1 Update on Locality Grant application for play area.
  - 10.2 Update on SAM camera purchase.
  - 10.3 Update on increase in cost of bin collection.
- 11. Planning Matters
  - 11.1 No applications.
- 12. To receive reports from portfolio holders
  - 12.1 Play Areas
  - 12.2 Highways.
  - 12.3 Footpaths.
  - 12.4 Defibrillator.
  - 12.5 Gateway 14.
  - 12.6 Streetlights.
  - 12.7 Norwich to Tilbury Consultation.
- 13. Exchange of information
- 14. **Time and Venue of next Council meeting to be held on Monday 25<sup>th</sup> March 2024 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 Parish Clerk

dated 17<sup>th</sup> January 2024

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.)