

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, 25<sup>th</sup> March 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 read 'Mark Knight', with a long horizontal stroke extending to the right.

Mark Knight – Parish Clerk

19<sup>th</sup> March 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 25<sup>th</sup> March 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 22<sup>nd</sup> January 2024 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 February 2024)**
    - 8.1.1 **Current Account (£2,756.61)**
    - 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 Review & Approval of Implementation of Internal Audit Recommendations (2022/3)
- 8.3 Confirmation of Date of Internal Audit (2023/4) (29 April 2024)
- 8.4 Review & Approval of Completed Internal Controls Checklist (2023/4)
- 8.5 Implementation of Action to Add Bank Mandate Holders Following Previous Council Approvals
- 8.6 Approval of AGAR Form 2 & Certificate of Exemption Completion (2023/4) (1 April 2024)
- 8.7 Review & Approval of Payments and Online Authorisation

9. General Matters

- 9.1 To receive the Play Area Safety Inspection Report.
- 9.2 To appoint a supplier for the Speed Awareness Monitor.
- 9.3 To review the Financial Risk Assessments.
- 9.4 To review the Privacy Policy.
- 9.5 To review the GDPR statement and impact statements.
- 9.6 To review the Financial Regulations.

10. Planning Matters

- 10.1 Gateway 14 (1600), Land Between The A1120 And A14 DC/24/01153
- 10.2 Glebe House, The Lane DC/24/01227

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. To confirm the next meeting of the Parish Council to be Monday 20<sup>th</sup> May 2024 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 19<sup>th</sup> March 2024