



Notice of Meeting and Summons to Councillors to Attend Creeting St Peter Parish Council

Dear Councillor

You are summoned to attend the Annual Parish Council meeting which will be held at The Church Hall, Creeting St Peter on **Monday, 17th May 2021 at 8pm** (or immediately after the conclusion of the Annual Parish Meeting, whichever is the latter).

Members of the public from the village are welcome to attend this meeting.

PLEASE NOTE – If you wish to attend please contact the Parish Clerk beforehand.

**J Blackburn
Parish Clerk
10th May 2021**

AGENDA

- 1) **Election of Chairman of the Council**
(To receive the Chairman's Declaration of Acceptance of Office)
- 2) **Election of Vice-Chairman of the Council**
- 3) **To note vacancy and future co-option**
- 4) **To receive apologies of Absence**
- 5) **To receive Declarations of Interest**
- 6) **To receive any Applications for Dispensation**
- 7) **To approve Minutes of the previous meeting held on Monday, 15th March 2021**
- 8) **To appoint Representatives to outside bodies**
 - a) Suffolk Association of Local Councils
- 9) **Authorisation of Annual Subscriptions**
 - a) Suffolk Association of Local Councils - £144.04
 - b) Community Action Suffolk – Free of Charge
- 10) **Public Forum** - *Members of the public are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part of the Parish Council meeting itself.*
- 11) **To receive the Police Report**
- 12) **To receive the County Councillor's Report** – *County Cllr Keith Welham*

- 13) **To receive the District Councillor's Report** – *District Cllr Mike Norris / Steve Phillips*
- 14) **To receive the Clerk's Report including the following Financial Matters**
- a) Clerk's Report – *Office Allowance*
 - b) To approve the End of Year Statement of Accounts 31st March 2021
 - c) To complete the Annual Governance Statement
 - d) To approve the Certificate of Exemption
 - e) To receive the Internal Auditor's Report
 - f) To receive the Finance Report
 - g) To authorise Payments and note Receipts
- 15) **Planning Applications**
- a) For discussion and decision – (including any applications / decisions received since the publication of this agenda)

Ref: **DC/21/02485** - Householder Application - Erection of single storey front and rear extensions, insertion of new windows and alterations to existing fenestration. Erection of side gate with brick piers - Willow House, Pound Road, Creeting St Peter
 - b) Decisions made by MSDC

Ref: **DC/20/05244** - Planning Application - Change of use of agricultural land to form extension to existing industrial premises - Poundfield Products, The Grove, Mill Lane, Creeting St Peter - **Granted**

Ref: **DC/21/01357** - Householder Planning Application - Erection of front porch extension (following demolition of existing). Application of external thermal render to front elevation and gable end - 4 Peterhouse, Pound Road, Creeting St Peter - **Granted**
- 16) **To receive an update on the Play Area and decide any action required**
- 17) **To receive an update on Fen Alder Carr Nature Reserve**
- 18) **Matters to be brought to the attention of the Parish Council** – *Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*
- 19) **To approve dates of future meetings 2021/22**
- 20) **Date of next meeting** – Monday, 19th July 2021 at 7.30pm.

For enquiries about the meeting, please contact Jennie Blackburn, Parish Clerk
Tel: 01449 721369 or email: pc@creetingstpeter.suffolk.gov.uk;