



**Members of the Council are summoned to attend, and members of the public invited to the meeting of:**

## **PETTISTREE PARISH COUNCIL**

**On 21 March 2024 at 7pm in the Parish Room, Pettistree**

### **AGENDA**

- 1 Present**
- 2 Apologies and to consider approvals for absence**
- 3 Comments from members of the public on agenda items or to raise issues for future meetings**
- 4 Receive any changes to members' interests**
- 5 Receive any declaration of interest in relation to items on the agenda**
- 6 Receive reports from District and County Councillors**
- 7 Approve the minutes of the meetings on 11 January 2024 and 8 March 2024**
- 8 Finance matters:**
  - 8.1 Confirmation of bank account balances (29 February 24)
  - 8.2 Confirmation of bank account receipts (November 2023 - February 2024)
  - 8.3 Review & approval of implementation of internal audit recommendations (2022/23)
  - 8.4 Review & approval of completed internal controls checklist (2023/24)
  - 8.5 Review & approval of annual CIL report (2023/24)
  - 8.6 Approval of AGAR Form 2 & certificate of exemption completion (2023/24) (1 April 2024)
  - 8.7 Confirmation of date of Internal Audit (2023/24) (22 April 2024)
  - 8.8 Lloyds Bank Account application mandate form collection of signatures
  - 8.9 Approval of payments & signing of cheques
- 9 Consider and approve purchase of replacement blind spot mirror in Stump Street**
- 10 Review of policies:**

- 10.1 PPC Standing Orders
- 10.2 PPC Code of Conduct
- 10.3 PPC GDPR privacy notices and DPIA checklist
- 10.4 Risk Register
- 10.5 FOI Publication Scheme
- 10.6 Website Accessibility Statement

**11 Update on Actions from the meeting held on 9 November 2023:**

- 11.3 HGV signage on Java Lodge Road

**12 Consider arrangements for Annual Parish Meeting (25 April 2024)**

**13 Approve sale of remaining Horse Brasses**

**14 Discuss mud on the roads and consider SCC response**

**15 Consider list of potential jobs for Community Payback application**

**16 Consider Footpaths Report**

**17 Consider update on CIL donations**

**18 Planning matters:**

- 18.1 To consider response to ESC consultation request on [DC/24/0755/VOC](#); variation of conditions no.2 of DC/21/5778/VOC - variation of conditions 2 and 3 of DC/19/4935/FUL; Green Farm, The Street, Pettistree, Suffolk, IP13 0HU
- 18.2 To consider response to ESC consultation request on [DC/24/0347/LBC](#); Listed Building Consent - installation of Solar panels to two outbuildings; The Laurels, The Street, Pettistree, Woodbridge, Suffolk IP13 0HU
- 18.3 To consider response to ESC consultation request on [DC/24/0794/FUL](#); installation of Solar Panels on two outbuilding roofs within the curtilage of a listed building; The Laurels, The Street, Pettistree, Woodbridge, Suffolk IP13 0HU

**19 To confirm dates of future meeting(s)**

Parish Council meetings will be held at 7pm in the Parish Room on 9 May 2024 (AGM), 13 June 2024 (23/24 year-end meeting to consider finance / audit items only), 11 July 2024, 12 September 2024 and 7 November 2024.

The Annual Parish Meeting will be held at 7pm in the Village Hall on 25 April 2024.