

Pettistree Parish Council



NOTICE OF THE MEETING OF PETTISTREE PARISH COUNCIL

Members of the Council are summoned to attend the ANNUAL GENERAL MEETING on

Thursday, 11 May 2023 at 7pm in the Parish Room

AGENDA

1. **Election of Chair and Vice-Chair:** Acceptance of Chair and Vice Chair (signing)
2. **Proposal that David Harris be the Meeting Clerk** as per Local Government Act 1972 Section 112 (5)
3. **Present from the Council**
4. **Apologies and Approvals for absence (vote)**
5. **Election admin:** Acceptance of Office signing and reminders to complete Register of Interests and submit election expenses by 1 June even if 0 (signing)
6. **Public Attendance and Open Public Session:** Members of the Public are invited to make any comments on items on the agenda or to raise issues for consideration at future meetings
7. **Declarations of Interest in items on the agenda**
8. **To receive any changes to Members' interests**
9. **To receive reports from Cllrs Carol Poulter and Alexander Nicoll**
10. **To approve Minutes of the Parish Council meeting of 23 March 2023 (vote)**
11. **Matters Arising from the Minutes**
 - 11.1 Gov.UK email address: Cllr Jones to report
 - 11.2 Defibrillator and security light: Cllr Cook to report
 - 11.3 Mirror for Stump St junction: Cllrs Cook and Over to report
 - 11.4 Clerk vacancy: Cllr Jones to report
12. **Finance (votes)**
 - 12.1 Bank Account Balances (30 April 2023)
 - 12.2 Bank Account Receipts (March-April 2023)
 - 12.3 Approval of Payments
 - 12.4 Proposed change of bank: Cllr Jones to report
 - 12.5 Internal Audit and Annual Statements Arrangements (2022/23)

13. Annual Review of:

- 13.1 Approval of Asset Register (31 March 2023)
- 13.2 Insurance cover
- 13.3 Subscriptions
- 13.4 Complaints procedure
- 13.5 Standing orders
- 13.6 Financial regulations
- 13.7 Freedom of Information Publication Scheme 2023
- 13.8 GDPR 2023
- 13.9 RFO time and salary

14. Councillors' responsibilities: Cllr Jones to report

15. REPORTS

15.1 Planning

- Adoption of new Application Assessment Tool
- Wider publication of new planning applications to broaden consultation
- Cllr Over to report on planning in general

- Awaiting decision

DC/23/1243/FUL	The Laurels, The Street	Installation of twin Air Source Heat pump system
DC/23/1244/LBC	The Laurels, The Street	Ditto Listed Building Consent
DC/23/1496/FUL	1 Stone Hall Cottages, Byng Hall Rd	Single storey extension
DC/23/1183/TCA	Pettistree Cottage	Reduce beech tree
DC/23/1117/FUL	Three Tuns	Building used as three self-contained short-term units
DC/23/0630/VLA	White House Kennels	Cutting the tie between residential and commercial

- AirManageSuffolk enforcement

- 15.2 Roads: Cllr Clarke to report
- 15.3 Safeguarding: Cllr Chilvers to report
- 15.4 Village maintenance: Cllr Cook to report
- 15.5 Footpaths: Report by Judy Steventon (issued)

16. PROPOSALS

- 16.1 Overview of village issues: Cllr Jones to report
- 16.2 Development of Java Lodge Spinney
- 16.3 Drainage Survey

17. Additional matters for council consideration

18. Dates of future meetings: Thursdays every 8-10 weeks

Proposed: 15/22 June - 6 July - 7 Sept - 9 November - 11 January

Signed.....date.....