

The next meeting of Stansfield Parish Council will take place on Monday 15th November 2021 at 7pm in Stansfield Village Hall. Member of the public are welcome.

There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

For the safety and protection of members of the public and councillors, social distancing measures will remain in place, and we ask you to adhere to the following guidelines:

- Please sit two metres apart from anyone outside your household.
- Please wear a face-covering

AGENDA

1. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for duration of the closed session because of the likely disclosure of private and confidential information
 - a) To discuss staffing matters
2. To accept apologies and reason for absence.
3. Declaration of interest by councillors in items on the agenda and dispensation requests.
4. To approve the minutes of the meeting held on Monday 13th September 2021
5. Public session (15 minutes)
6. County Councillors Report
7. District Councillor's report
8. Police issues
9. To receive an update on the list of actions agreed at the last meeting.
10. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) Approval of the record of receipts and payments made since the last meeting
 - d) Bank balances and confirmation of bank reconciliation as of 3rd November 2021
 - e) Signatory to complete the checklist of Internal Controls
 - f) Budget 2022/23, budget summary and reserves balance
 - g) Update on the progress of the bank mandate
11. To discuss any planning issues
12. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) Suffolk County Council's lorry routes review
 - b) Update on the Quiet Lanes project
 - c) Email from District Councillor Sarah Pugh about streetlights in Stansfield
 - d) Orchids on the road up from Assington Green towards Poslingford
 - e) Update on the following reports to Suffolk County Council Highways and how to report issues to Suffolk County Council
 - Rotten bridge on the Bury -Clare footpath
 - The manhole cover in Lower Street that get raised every time it rains and is a safety issue
 - Eroded ditch at the side of the road to Assington Green.
13. To discuss any village issues:
 - a) Housing Needs Survey
 - i. To discuss the next steps
 - ii. Response from CAS to Stansfield Parish Council's feedback about the Housing Needs Survey
 - b) Email from West Suffolk Council about the Queen's Green Canopy project and appointing tree wardens
 - c) Plans for the Queen's Platinum Jubilee and funding for any events.
 - d) Possibility of installing a hearing loop in the village hall.
14. To approve the following documents:
 - a) Guidance on public participation at meetings

- b) Final draft of the Emergency Plan
15. To discuss the following correspondence:
- a) Emails from two residents about the recording of the Open Forum in the minutes of the last meeting
 - b) Email from a resident about the increases in Coronavirus cases in Suffolk and what the Parish Council can do to raise awareness of this.
 - c) Email from Headway Suffolk requesting a donation
16. Any other business for noting or including on the agenda of the meeting on Monday 17th January 2022