

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Monday 17th January 2022
4. Public Session
5. County Councillor's Report
6. District Councillor's report
7. Police issues
8. To receive an update on the list of actions agreed at the last meeting
9. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) To receive a statement of receipts and payments made since the last meeting
 - d) Bank balances as of 28th February 2022 and confirmation of bank reconciliation
 - e) Councillor to complete the checklist of internal controls
 - f) To review the income and expenditure for 2021/22 against the budget and discuss the level of reserves for general and earmarked expenditure
 - g) Councillor to review the confidential cashbook (PAYE and salary information)
 - h) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate
 - i) A councillor to inspect the council's property for damage or defects by 30th April 2022 and complete an inspection checklist.
 - j) To review the Council's risk assessment
 - k) To appoint an internal auditor to check the Council's system of internal controls and review the effectiveness of the internal audit. The internal auditor must be independent from the Parish Council.
 - l) To review the effectiveness of the Council's internal controls
10. To discuss the Early Day Motion registered by an MP regarding Bullying and Harassment by Councillors
11. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) VAS assessment
 - b) Update on the Quiet Lanes Project
 - c) Highways update
 - d) Update on the Lorry routes survey
 - e) Update on Bee Orchids
12. Update on the Housing needs Survey
13. To approve the following GDPR information:
 - a) Social media policy
14. To discuss any village issues
 - a) Defibrillator
 - b) Update on Queens Green Canopy Project Tree Planting
 - c) Update regarding Queens Jubilee Celebrations

15. To discuss any correspondence

- a) Suffolk Accident Rescue Service Thank you letter for the donation and report
- b) Email from resident asking if the Parish council are organising a litter pick
- c) Email from resident regarding residents' contribution to, and inclusion about the future of the village, in particular relating to housing needs in the village
- d) Email from resident requesting Zoom access to meetings when unable to attend in person
- e) Email from a resident asking quantity of names currently listed with an interest in becoming parish councillors
- f) Email from a resident regarding the PC's current position on recording of and reporting on, the public sessions during a Parish council meeting

16. Safeguarding update

17. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Monday 16th May 2022 at 7pm and the Annual parish meeting at 8pm