



Dear Councillors

You are duly summoned to the Meeting of the Parish Council at **7.00pm on 12th March 2025** in the Village Hall where the undermentioned business will be conducted.

Yours sincerely,

Clerk and RFO

6th March 2025

Members of the Public are welcome to attend the meeting and use the opportunity to speak in the Public Forum.

AGENDA

1. Welcome by the Chairman and formal notice about recording of the meeting (if applicable).

2. To RECEIVE apologies for absence and declarations of interest, and

To RECEIVE delegated Declarations of Interest Dispensation decisions or APPROVE such dispensation requests where required.

Members are reminded that if it becomes clear that they have a Disclosable Pecuniary, Other Pecuniary or Registrable Non-Pecuniary Interest when considering any of the matters covered by this Agenda, they must declare it.

3. Minutes of the last meeting

To APPROVE the Minutes of the Meeting of the Council held on **8th January 2025** (previously circulated) as a true and accurate record.

4. Public Forum

The Chair to invite members of the public to indicate if they wish to speak at this meeting, either on an item on the Agenda or on a general matter. Public questions are permitted for a maximum of 15 minutes and are generally limited to around three minutes per person, at the discretion of the Chairman.

The public may ask questions relating to the work and services of the Council. Questions may not always be answered at the meeting, but they will be dealt with appropriately. If a question is to be discussed by councillors, it will be added to the agenda for the next Council meeting.

5. County, District and Parish Councillors' Reports

To RECEIVE an oral or written report from **Cllr. Bobby Bennett** (Suffolk County Council) and to give her the opportunity to respond to any matters raised in the Public Forum.

To RECEIVE an oral or written report from **Cllr. Sarah Pugh** (West Suffolk District Council) and to give her the opportunity to respond to any matters raised in the Public Forum.

To RECEIVE reports from Parish Councillors

6. Planning and Development

To CONSIDER any planning applications received by the Council for comment, including those received after the publication of this agenda.

7. Community Matters

a. To DISCUSS the continuation of work on Community Engagement Policy.

b. To DISCUSS the Assets of Community Value updated list.

c. To DISCUSS and confirm the date of the Summer Fun Day, provisionally booked for 19th July 2025 in the last minutes.

d. To DISCUSS speeding in and around Stansfield.

e. To DISCUSS Spring tidy up at the Old Chapel Graveyard.

8. Clerk's Report

a. To REVIEW and RESOLVE on action points from previous meetings.

b. To REVIEW any outstanding items from last year's Internal Audit

- c. To **REVIEW** the annual Risk Assessment and the effectiveness of the Council's Internal Audit process
- d. To **APPOINT** the Suffolk Association of Local Councils (SALC) as the Internal Auditor for 2024/2025 financial year..
- e. To **REVIEW** and **APPROVE** contract of employment for the Clerk
- f. To **DISCUSS** for OneSuffolk to audit the current Website.

9. RFO Report

- a. To **RECEIVE** and **APPROVE** a list of payments, the Bank Reconciliation and a Statement of Accounts (to follow).
- b. To **APPROVE** any virements across Cost Codes and from Reserves to regularise the year-to-date budget.

10. Agenda items for future meetings.

- 11. To **CONFIRM** the date of the **Annual General Meeting** as **Wednesday 14th May, 2025** at 7.00 pm in the Village Hall.