

SAXTEAD PARISH COUNCIL

**Councillors are summoned to attend a meeting of Saxtead Parish Council
which will be held at The Old Mill House Pub Saxtead
on Wednesday 8th November 2023 at 7.30pm**

AGENDA

- 1. To receive apologies for absence**
- 2. Declarations of interests & applications for dispensations**
- 3. Minutes of the meeting on 13th September to be approved as a true record, and Minutes from May and June's meetings to be signed and numbered.**
- 4. Matters arising**

PUBLIC FORUM

Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or to raise issues for further consideration at the discretion of the Chair.

- 5. Chair's Report**
- 6. To appoint a new chair**
- 7. Financial Officers Report**
 - a) To note funds received and payments made since the last meeting
 - b) To review bank balances as at 30th October 2023
 - c) To review bank statements and bank reconciliation to 30th October 2023
 - d) To review year-to-date accounts and check in line with the budget
 - e) To receive an update on the banking mandate changes and consider removing ex-Councillors.
- 8. Consider recent flooding and the Parish Council's Emergency Plan and responses.**
- 9. Consider quotations for:**
 - 9.1 Noticeboards
 - 9.2 Commemorative bench
- 10. Discuss carrying out a Neighbourhood Plan and consider grants for this**
- 11. Discuss interest in the clerk vacancy**
- 12. Consider affiliating with East Suffolk Planning Alliance**
- 13. Discuss response from Pembroke College regarding the future of the Green.**
- 14. Formulate an Action Plan for 2024-2025**
- 15. Consider proposed amendments to physical assets risk assessment**
- 16. Discuss correspondence received**
 - Housing needs survey notification
 - Funding for bus network improvements
 - SPOT Wellbeing group
 - Polling district review
 - Email re donation to Rural Coffee Caravan
 - Email re Suffolk Wildlife Trust report
 - Council tax base & precept request
- 17. Receive reports from Councillors on actions**
- 18. Matters to be discussed at next meeting**
- 19. Date of next meeting to be agreed**

L. Kirk

Clerk to Saxtead Parish Council