

## 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 Thursday 5<sup>th</sup> September 2024 at 7pm**

### AGENDA

1. To receive apologies for absence
2. Declarations of interests & consider any applications for dispensations
3. Minutes of meeting held on 31<sup>st</sup> July 2024 to be approved as a true record of the meeting
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 raise issues for further consideration at the discretion of the Chairman.

5. Chair's report
6. Clerk's report
7. Financial Officer's report

a) To consider making the following payment:

Amount	Payee	Details
£345.91	Ansvar Insurance	Insurance 2024-2025

- b) To note funds received since the last meeting  
£16.31 Interest Barclays
- c) To note payments made since the last meeting

£10.00	L. Kirk	D-Day flag
£120.00	Suffolk Cloud	Website hosting and support
£62.20	HMRC	PAYE to 05.07.24
£1,004.45	L. Kirk	Pay to 30.06.24
£37.50	Suffolk Agricultural Association	Printing parish newsletter
£100.00	Nick Hedge	Topping and clearing of green
£163.00	Cameron's Property Maintenance	Installation of noticeboard
£2,282.39	Realise Futures	Noticeboard and bench

- d) To review bank balances as at 31<sup>st</sup> August 2024
- e) To note bank reconciliation to 31<sup>st</sup> August 2024

8. Discuss village events: including the recent car boot sale and the next litter pick
9. Discuss action plan and receive updates from funding requests
10. Consider whether to run the thermal imaging project again in 2024/2025
11. Discuss recent mowing of the green and consider future management of this area
12. Consider amendments to the Fixed Assets Register following recent purchases
13. Discuss the vacancy for a clerk and Responsible Financial Officer
14. Consider the insurance renewal quotation and check that the premium is fit for the Council's needs
15. Discuss possible funding from Sizewell C's Community Foundation Fund
16. Discuss the Rural Coffee Caravan's visits to the village
17. Discuss Parish Council fundraising initiatives
18. Discuss village communication ideas
19. Discuss correspondence received and any necessary actions:  
Emails regarding maintenance and mowing of the village green  
Tree relocation  
Broken village sign

Update from ESC regarding driveway & email to Flagship regarding ownership of the ditch  
Request for Framlingham directional signage on the green near the windmill

20. **Receive reports from Councillors on actions**
21. **Matters to be raised at the next meeting**
22. **Confirm the date of the next meeting**

*L. Kindred*

Clerk to Saxtead Parish Council

29<sup>th</sup> August 2024