

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 31st July 2024 at 7pm**

AGENDA

1. To receive apologies for absence
2. Declarations of interests & consider any applications for dispensations
3. Minutes of AGM on 9th May 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 payments:

Amount	Payee	Details
£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

- b) To note funds received and payments made since the last meeting
- c) To review bank balances as at 25th July 2024
- d) To review bank statements and bank reconciliation to 25th July 2024
8. Discuss upcoming events: including the car boot sale and the next litter pick
9. Discuss action plan and agree what to carry out this year and seek funding for
10. Management of Little Green and the Main Green
11. Consider mowing options for the central area of the green for which the Parish Council is responsible.
12. Discuss response to the latest newsletter
13. Appoint a Councillor to be responsible for managing the noticeboards
14. Discuss the Good Neighbour Scheme
15. Discuss whether to continue requesting visits from the Rural Coffee Caravan
16. Discuss Communication lines between Councillors and the village
16. Discuss Councillor roles and responsibilities
17. Footpath and rights of way updates
18. Discuss correspondence received and any necessary actions:
Letters of concern regarding the state of the green and requesting that the PC reinstates its regular cutting
Letter from the SRH Almshouse Charity asking the PC to appoint a Trustee
19. Receive reports from Councillors
20. Matters to be raised at the next meeting
21. Confirm date of next meeting

L. Kindred

Clerk to Saxtead Parish Council

25th July 2024