



NOTICE IS HEREBY GIVEN that all members of the Parish Council are hereby summoned to attend the Meeting of Great Barton Parish Council which will be held on Monday 19th June 2023 commencing at 7.30 pm in the Village Hall. The Council, members of the public and press are welcome to attend and may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes and all public documents associated with this agenda will be published on the website. Members of the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration or inclusion at future meetings. This item will be limited to 10 minutes duration but may be extended at the discretion of the Chairman. To view associated papers/information please use the following web-link: <http://greatbarton.suffolk.cloud/parish-council/meeting-dates/>

AGENDA

1. Chairman's welcome, reminder about the filming of meetings and to receive apologies for absence
2. (i) To receive members Declarations of Interest – Members are reminded of their responsibility to declare any pecuniary or non-pecuniary interests which they have in any item of business on the agenda *no later than when that item is reached* &, when appropriate, to leave the meeting prior to discussion and voting on the item. (ii) Council to consider any new written requests for dispensation and/or requests which have been received prior to the meeting
3. Open public session – 10 minutes
4. To receive County Councillor's report from Rebecca Hopfensperger
5. To receive Borough Councillor's reports from Sarah Broughton and Rebecca Hopfensperger
6. Update on 'Triangle Development' if required
7. To sign the minutes of the council meeting on Monday 22nd May 2023 to stand as an accurate record of the meeting
8. To sign the planning meeting minutes of 12th June 2023 to stand as an accurate record of the meeting and consider the completed planning applications from West Suffolk Council
9. FINANCE:
 - (a) Payment of Accounts and outstanding invoices - Approval & signing of payments schedule
 - (b) Monthly review of the work carried out by the Locum Financial Officer
 - (c) Grants from Housing Associations, for playground equipment – Cllr M Dunn; followed by a review of the playground equipment budget
 - (d) Review quotes for installation of village gates and confirm locations. Review if the application form has been completed for Suffolk County Council to approve the installation of the gates
 - (e) Refund of office allowance from previous Clerk (Claimed Sept 22 to March 23) – Cllr M Dunn
 - (f) Discuss the charity they wish to support in accordance with S137 of the Local Government Act, following provision being made in the precept of £240
 - (g) Fireproof filing cabinet – A Jackson
 - (h) Closure of Coronation Reserve (if all expenses have been claimed) and confirm where the remaining funds are to be transferred to
 - (i) Grass cutting Conyers Green and consider covering expenses of volunteers
 - (j) Quote for new dog/litter bin for School Road and cost for moving the dog/litter bin on Mill Road
 - (k) Consider which reserve to use to pay for the notice boards, tree plaques and tree felling on Conyers Green £250 (tree felling).
 - (l) Consider if the remaining funds of £220 for School Lane footpath planting are still required.
 - (m) Consider £157.44 additional cost for white vinyl lettering for the noticeboard.
 - (n) Consider purchasing new defibrillator pads for new unit at the Freedom Church and which reserve to make payment from.
10. Consider changes to the Practitioners Guide for 2023



11. Procedural items carried forward from May's AGM:
 - a) A full review of the asset register
 - b) A full review of insurance cover and comparison against the asset register to confirm Council are adequately insured
 - c) A full review of Council's policies (including GDPR)
 - d) Review of risk assessment documents
 - e) Review of the Terms of Reference of the internal auditor
 - f) Review of the website accessibility statement
12. Progressing the comments from the Internal Audit report including considering the Council's email address and changing to a 'gov.uk' address
13. Non financial items carried forward from previous meetings:
 - (i) Update on progressing the cul-de-sac footpath on Green Lane;
 - (ii) Village Hall playing field dog bin, pedal not lifting lid
 - (iii) Book exchange – update contact details on the notice
 - (iv) Wooden bus shelter A143 – gutters need clearing
 - (v) Inspection of land and trees on Parish Council land
 - (vi) Cox Lane speeding and volume of traffic - update from Havebury Housing Partnership
 - (vii) Update from M Dunn on clearing the ditch and skirting back on Mill Road
14. Discuss why temporary traffic lights on A143 when no work carried out
15. Discuss West Suffolk Council tree service
16. Update on Allotments Tenancy Agreement review following Cllr Maggie Dunn contacting the Associations Chairman. A copy of the updated agreement to be provided to the Parish Council
17. Chairman's and Councillor's Reports
18. Correspondence not covered elsewhere on the agenda
22. Items to be carried forward to next meeting
23. Closing public session
24. Date of next meeting – Monday 17th July 2023 at 7.30pm

Amanda Jackson
Clerk for Gt Barton Parish Council