

# Belstead Parish Council

## NOTICE OF MEETING

**Members are duly summoned to attend the next meeting of the Council to be held on Wednesday 13 January 2021 via Zoom at 7.30pm at which time members of the public are cordially invited to attend**

*Due to the ongoing Covid 19 pandemic and new government instructions concerning public meetings and social distancing, the Council will not meet in public until further notice. This includes full council meetings, committee/sub-group meetings and the annual parish meeting. As a result, future meetings will be held remotely only for urgent issues and the meeting's agenda will therefore be kept to the minimum necessary, with emphasis on maintaining financial oversight and authorising and making payments.*

*Members of the public who are interested in attending the Council's remote meetings should email the Parish Clerk at [belstead.pc@btinternet.com](mailto:belstead.pc@btinternet.com) who will then share the necessary Zoom-hosted video conference meeting link on the day of the meeting. As an alternative, councillors and members of the public will also be advised how to phone in to the meeting to listen and contribute in the usual way.*

## AGENDA

1. **Apologies and Approval of Absences**
2. **Declarations of Interests by Members & Requests for Dispensation**
3. **Approval of Minutes of the Previous Meeting on 11 November 2020**
4. **Reports by the District Councillor and County Councillor**  
The District Councillor and County Councillor are invited to attend to respond to any questions raised by attendees and arising from a review of their reports received in advance of the meeting.
5. **Contributions by Members of the Public**  
Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion. A maximum of five minutes is allowed per person (SO 3g) but is subject to a maximum of 10 minutes for this item (SO 3f).

**6. Consideration of Planning Application Consultee Comments**

- (a) BDC DC/20/05254: Application Received (Comments Overdue 18 December 2020)  
Church of St Mary, Bucks Horns Lane, Belstead, IP8 3JT

Planning application. Erection of extension to north elevation. Opening up of blocked north nave door and creation of new access path to door from the main path. Installation of new drainage scheme in accordance with schedule of works.

**7. Finance**

- (a) Confirmation of Barclays Bank Balances (£16,814.63 & £6,358.14) (29 December 2020)
- (b) Confirmation of Receipt of Barclays Bank Interest (£2.75) (March - December 2020)
- (c) Confirmation of BDC Precept (2/2) (2020/21) (£3,500.00) (21 September 2020)
- (d) Review of (i) Receipts & Budget (ii) Payments & Budget (29 December 2020)
- (e) Review & Approval of the Council's Bank Reconciliation (29 December 2020)
- (f) Review & Approval of the Council's Budget, Reserves & Precept Setting (2021/22)
- (g) Completion & Signing of the BDC Precept (2021/22) Request Form (31 January 2021)
- (h) Consideration of a Donation Request Received from Ipswich BMX Club
- (i) Review & Approval of Payments Presented & Signing of Cheques by Signatories

**8. Governance**

- (a) Consideration of Matters Relating to the Mill Farm Place Open Space BDC Update
- (b) Consideration of Matters Relating to the Public Nature Reserve BDC Update
- (c) Review & Approval of the Parish Council's Annual Risk Assessment (2020/21)
- (d) Review & Approval of Council's Standing Orders & Financial Regulations (2020/21)
- (e) Consideration of the Council's Implementation of Outstanding GDPR Matters
- (f) Approval of Internal Controls Checklist, Lead Appointment & Work Plans (2020/21)
- (g) Consideration of Future Co-Option of Additional Member to the Parish Council

**9. Consultations**

- (a) Consideration of Sunnica Energy Farm Consultation Response (29 January 2021)
- (b) Consideration of SCC Help Shape Housing Guidance Consultation (10 February 2021)

**10. Highways**

- (a) Consideration of a Replacement of the Old A12 HGV Sign & Funding SCC Update
- (b) Consideration of Extension to 30-mph Speed Limit on Grove Hill SCC Update

**11. Matters for Future Consideration**

**12. Date of the Next Meeting**

- (a) 10 March 2021 (Urgent Agenda Items & Documents Received by 2 March 2021)

Simon Ashton, Parish Clerk  
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7 January 2021