

Belstead Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Wednesday 13 May 2020 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. Both the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) are asking local councils to stop holding any physical meetings during this time. 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. The Council's annual meeting will take place when physical council meetings resume.

Members of the public who are interested in attending the Council's remote meetings should email the Parish Clerk at 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 8 January 2020**
- 4. 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

5. Consideration of Planning Application Consultee Comments

(a) BDC DC/20/01058: Application Received (Comments Due 14 May 2020)

Land North & South of Poplar Lane, Sproughton, Suffolk

Submission of details (Reserved Matters) and Discharge of Specific Conditions under outline planning permission B/15/00993. Appearance, landscaping, layout and scale for 305 dwellings, public open space and hard and soft landscaping and infrastructure.

(b) BDC DC/20/01230: Application Received (Comments Due 14 May 2020)

Aldersyde, Grove Hill, Belstead, IP8 3LU

Erection of single storey rear extension.

(c) BDC DC/20/01588: Application Received (Comments Due 14 May 2020)

Kings Piece Cottage, Holly Lane, Belstead, IP8 3LZ

Outline Planning Application. (All matters reserved) Erection of one dwelling and associated vehicular access.

6. Finance

(a) Confirmation of Receipt of Barclays Bank Interest (£2.23) (2 March 2020)

(b) Confirmation of Barclays Bank Balances (£16,683.88 & £6,355.39) (31 March 2020)

(c) Review of (i) Receipts & Budget (ii) Payments & Budget (31 March 2020)

(d) Review & Approval of the Council's Bank Reconciliation (31 March 2020)

(e) Review & Approval of Implementation of Internal Audit Action Plan (2018/19)

(f) Confirmation of the Booking of the Internal Audit (2019/20) (w/c 11 May 2020)

(g) Approval of the Council's External Audit Reporting Exemption Status (2019/20)

(h) Review & Approval of the Council's Completed Internal Controls Checklist (2019/20)

(i) Review & Final Approval of Grant Request Quotations Received from the Village Hall

(j) Approval of the Appointment of the Responsible Financial Officer (2020/21)

(k) Approval of the Parish Clerk's Annual Salary Scale Change (1 March 2020)

(l) Review & Approval of Payments Presented & Signing of Cheques by Signatories

7. Governance

(a) Review & Approval of the Parish Council's Annual Risk Assessment (2019/20)

(b) Review & Approval of the Parish Council's Internal Control Statement (2019/20)

(c) Agreement of the Dates of the Council's Meetings & Draft Agendas (2020/21)

8. Matters for Future Consideration

9. Date of the Next Meeting

(a) 8 July 2020 (Urgent Agenda Items & Documents Received by 30 June 2020)

(b) 9 September 2020

(c) 11 November 2020

Simon Ashton, Parish Clerk

belstead.pc@btinternet.com

6 May 2020