

# Belstead Parish Council

## NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Wednesday 13 November 2019 at the Village Hall at 7.30pm at which time members of the public are cordially invited to attend

## AGENDA

1. **Apologies and Approval of Absences**
2. **Declarations of Interests by Members & Requests for Dispensation**
3. **Approval of Minutes of the Previous Meetings on 25 September 2019**
4. **Reports by the District Councillor and County Councillor**
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
6. **Finance**
  - (a) Confirmation of Receipt of BDC Precept (2/2) (£3,500.00) (9 September 2019)
  - (b) Confirmation of Barclays Bank Balances (£19,463.25 & £6,349.99) (31 October 2019)
  - (c) Review of (i) Receipts & Budget (ii) Payments & Budget (31 October 2019)
  - (d) Review & Approval of the Council's Bank Reconciliation (31 October 2019)
  - (e) Review & Approval of Internal Audit Report Response & Action Plan (2018/19)
  - (f) Consideration of the Effectiveness of Internal Audit Process & Appointment of Lead
  - (g) Approval of the Appointment of the Responsible Financial Officer (2019/20)
  - (h) Approval of the Appointment of the Council's Internal Auditor (2019/20)
  - (i) Review & Approval of the Council's Budget, Reserves & Precept Setting (2020/21)
  - (j) Consideration of a Grant Request Received from Belstead Village Hall
  - (k) Consideration of Donation Requests Received from SARS & Citizens Advice Bureau
  - (l) Review of Payments Presented & Authorisation of Payments by Cheque Signatories
7. **Governance**
  - (a) Consideration of the Council's Recommended GDPR Documentation Status Update
  - (b) Review & Approval of the Selection of a Cardiac Science Defibrillator Package
  - (c) Consideration of a Parish Clerk/RFO Employment Contract Preparation Update
  - (d) Consideration of the Emptying of the Council's Old & New Dog Bins BDC Update
  - (e) Consideration of a Council Speed Indicator Device Maintenance Contract

**8. Highways**

- (a) Consideration of Replacement HGV Sign SCC Councillor Update
- (b) Consideration of A14 Noise Pollution & Highways England Planned Work Update
- (c) Consideration of Feedback from MP/A12/A14 Public Meeting (11 October 2019)
- (d) Consideration of the Cutting of Hedges and the Cleaning of Signs in the Village
- (e) Consideration of Response to Tattingstone Speedwatch Request (29 October 2019)

**9. Consultations**

- (a) Consideration of Suffolk Minerals & Waste Local Plan Response (18 November 2019)
- (b) Consideration of SCC Division Boundaries Consultation Response (2 January 2020)

**10. Matters for Future Consideration**

- (a) Consideration of the Parish Council's VAT Claim Submission Update (2018/19)
- (b) Review & Approval of Council's Standing Orders & Financial Regulations (2019/20)
- (c) Review & Approval of the Parish Council's Annual Risk Assessment (2019/20)

**11. Dates of the Next Meetings**

- (a) 8 January 2020 (Agenda Items & Documents Received by 31 December 2019)
- (b) 25 March 2020

Simon Ashton, Parish Clerk  
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8 November 2019