

# CLOPTON PARISH COUNCIL

## ANNUAL PARISH COUNCIL MEETING

Thursday 21st May 2020 at 7.30 pm Online meeting  
Please contact [cloptonpc@gmail.com](mailto:cloptonpc@gmail.com) for log in credentials

## A G E N D A

Members of the public will have the opportunity to speak regarding any items on this agenda or raise issues for future consideration at the discretion of the Chairman.

1. **Election of Chairman and Declaration of Acceptance**
2. **Chairman's Welcome**
3. **Suffolk County Council representation**
4. **Public Forum/Open Session**
  - County and District Councillor's Reports.
  - Public Rights of Way – Debach Airfield and others – update.
  - Public Rights of Way – Church Lane – update
  - Coronavirus
5. **Apologies**
  - To receive councillor's apologies for absence.
6. **Declaration of Interests/Dispensation Applications Received**
7. **Election of Other Officers**
  - Officers to be elected: -  
Vice Chairman  
SALC Representative  
Emergency Planning Officer  
Responsible Finance Officer  
Communications
8. **Minutes**
  - To approve the minutes of the last meeting of the Council, Thursday 16<sup>th</sup> January 2020.
9. **Matters arising from the minutes**
  - Data protection ICO workbook
  - 75<sup>th</sup> anniversary of VE Day
  - East Suffolk community partnerships
10. **Finance**
  - To receive the financial report from the RFO including balances at the bank.
  - To receive and approve payments since last meeting and authorise cheques.
  - To approve NALC Salary Pay Scales 2019-2020.
  - To approve the end of year accounts 2019-2020.
  - To complete the Annual Governance and Accountability Return: Sections 1 and 2. (Approve Accounting Statements and Annual Governance Statement).
  - Review Asset Register

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- Review Risk Management Document
- Review Financial Regulations
- Review Memberships - SALC, Community Action Suffolk

## 11. **Non financial policies for review**

- Review Standing Orders
- Review Code of Conduct
- Review Internal Controls
- Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation

## 12. **Planning matters**

- To receive planning decisions.
- To consider planning applications received after the agenda was produced.
- Other planning matters.

## 13. **Internal Auditors Report**

## 14. **Ipswich Northern Route – Final report**

## 15. **B1078/79 Speed issues**

## 16. **Spring litter pick**

## 17. **Village Hall – General update and Agreement up for renewal Oct 2020 TBA**

## 18. **W.J.Steel and Poor's Charities – Nominative trustee appointment**

## 19. **Clerk's Report on Urgent Decisions since the last meeting**

## 20. **Officer's and Representative's Reports**

## 21. **Correspondence (for information)**

## 22. **Matters to be brought to the attention of the Council for the next meeting**

## 23. **Dates of future meetings**

- 16<sup>th</sup> July 2020, 7.30pm, Village Hall, Parish Council Meeting.
- 17<sup>th</sup> September 2020, 7.30pm, Village Hall, Parish Council Meeting.
- 19<sup>th</sup> November 2020, 7.30pm, Village Hall, Parish Council Meeting.
- 21<sup>st</sup> January 2021, 7.30pm, Village Hall, Parish Council Meeting.
- 18<sup>th</sup> March 2021, 7.30pm, Village Hall, Parish Council

Signed..... Clerk to Clopton Parish Council

Date.....