

# Hacheston Parish Council

Councillors are summoned to attend a meeting of Hacheston Parish Council meeting which will be held at Hacheston Village Hall on Wednesday 20<sup>th</sup> September at 7.30pm

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interests
3. Minutes of council meeting of 26<sup>th</sup> July 2023 to be approved as a true record of the meeting
4. Matters arising

## PUBLIC FORUM

Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chair.

*Including Ward and County Councillors' Reports*

5. Chair's Report
6. Clerk's Report
7. To elect an Examining Councillor
8. Financial Officer's Report
  - a) To consider making the following payments:

Reference Number	Amount	Payee	Details
P16 23-24	TBC	L. Kirk	Pay to 30 <sup>th</sup> September
P17 23-24	TBC	HMRC	PAYE
P18 23-24	£140.00	G Whiting	Mowing & strimming August and September
P19 23-24	£252.00	PKF Littlejohn	External audit 2022-2023 fee
P20 23-24	TBC	Community Action Suffolk	Insurance renewal premium

- b) To note payments made since the last meeting
  - c) To note funds received since the last meeting
  - d) To note bank balances as at 31.08.2023
  - e) To review bank statements and bank reconciliation as at 31.08.2023
  - f) To review year-to-date report on payments and receipts and check this is in line with agreed budget
  - g) To consider changes to the banking mandates & receive an update on the Simple Servicing Authority
9. To finalise schedule & plans for the multi-agency village open-evening event
  10. Consider request for an additional dog waste bin at the bridleway near the River Ore.
  11. To receive a report from Cllr. Lavender on the recent meeting with County Councillor Burroughes and Highways Liaison Officer and consider the following actions:
    - 11.1 To request a traffic and speed data survey in three busiest areas of the village at a cost of £420 for the first survey and £195 for each additional survey
    - 11.2 To consider purchasing 30mph roundel stickers to distribute to residents for displaying on wheelie bins

11.3 To consider installing entrance gateway signs at either end of the village following new information provided by the Highways Officer

11.4 To consider authorising the repainting of all 30mph roundels and SLOW markings in the village, with costs to be shared between the Parish Council and County Councillor

11.5 To consider joining SCC's Community-Self Help Scheme which will allow the Parish Council to authorise approved contractors to carry out improvement and maintenance works in the village, and also allow volunteers to work near certain highways in the presence of a lead volunteer who has received their training.

**12. Consider the External Auditor's Report for 2022-2023**

**13. Consider quotations for repair works to grids at Village Hall car park entrance**

**14. Consider Councillors' training needs and development**

**15. Consider correspondence received**

20s Plenty for Suffolk Campaign

Notice of completion of limited assurance review for the year ended 31<sup>st</sup> March

2023- PKF Littlejohn

Covid autumn booster leaflet

Email from resident regarding Community Speedwatch Group

Communi-tea Chinwag events

**16. Receive reports and updates from Councillors on actions**

**17. Matters to be raised at the next meeting**

**18. Confirm date of next meeting**

*Lydia Kirk*

Clerk to Hacheston Parish Council

13<sup>th</sup> September 2023