

# 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 25<sup>th</sup> January at 7.30pm

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interests & consider any applications for dispensations
3. Minutes of council meeting of 23<sup>rd</sup> November 2022 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 Chairman.

*Including Ward and County Councillors' Reports*

5. Chairman's Report
6. Clerk's Report
7. Financial Officer's Report

a) To consider making the following payments:

Reference Number	Amount	Payee	Details
P29	£50.00	Suffolk County Council	Quiet Lanes Signage contribution
P30	£1,734.40	L. Kirk	Pay to 31.12.2023
P31	£474.60	HMRC	PAYE incl. £54.20 from October pay for previous clerk

- 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 31.12.2022
  - e) To review bank statements and bank reconciliation as at 31.12.2022
  - f) To review year-to-date report on payments and receipts and check this is in line with agreed budget
  - g) To consider progress regarding online banking
  - h) To consider revising frequency of standing order to Village Hall.
  - i) To consider reserved funds balance and CIL payment allocation for 2022-2023
8. Discuss budget for 2023-2024
  9. Discuss precept for 2023
  10. Consider draft physical assets risk assessment
  11. Discuss creating a new digital village correspondence list
  12. To appoint an Internal Auditor for year ending 31<sup>st</sup> March 2023.
  13. Discuss Annual Parish Meeting and encouraging more residents to attend.
  14. To consider adopting revisions to Data Protection Policy
  15. Discuss Campsea Ashe's letter to ESC, deferred from November's meeting
  16. To consider correspondence received since date of last meeting and determine any necessary actions
  17. Matters to be raised at the next meeting

**18. Confirm date of next meeting**

*Lydia Kirk*

Clerk to Hacheston Parish Council