



Heveningham Parish Council

To Members of Heveningham Parish Council.

You are duly summoned to attend the next meeting of Heveningham Parish Council to be held on Wednesday 15th May 2024, immediately following the Annual Parish Meeting of the same evening which commences at 7pm at the Hub in Huntingfield.

Public Attendance.

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors', Footpath or Tree Warden reports.

Agenda

- 1 Election of the Chair: Invite nominations and elect a chair for the ensuing municipal year (2024/2025) and to receive the Declaration of Acceptance of Office by the Chair.
- 2 Election of the Vice-Chair: Invite nominations and elect a vice-chair for the ensuing municipal year.
- 3 Appointment of the Clerk/RFO
- 4 Apologies and approval of absences
- 5 To receive Declarations of Interest.
- 6 To consider requests for Dispensations.
- 7 a) To resolve that the minutes of the standard meeting of the council held on 20th March 2024 are a true and correct record.
- 8 Public participation session (15 Minutes) to include County and District Councillors' Reports, update from Police.UK website and Footpath and Tree Wardens' reports.
- 9 To receive an update from Heveningham PCC-Cllr Ian MacFarlane.
- 10 To consider Planning Applications. To consider any applications received.
- 11 Finance
 - a. To receive Finance report.
 - i) Bank Reconciliation Year 2023-2024
 - ii) Budget to Actual
 - iii) To agree the end of year account March 2024
 - iv) To consider the Internal Audit Report 2023/2024
 - v) To agree the Annual Governance Statement 2023/2024
 - vi) To agree the Annual CIL Report 2023/2024
 - b. To authorise payments as listed below

i) A Colbridge	Expenses	£TBC
ii) A Colbridge	Salary	£TBC
iii) HMRC	PAYE	£TBC
iv) SALC	Membership	£95.74
v) SALC	Payroll Service	£22.80
vi) npower	Electricity Phonebox	£78.64
vii) Resident	Telephone box expenses	£TBC

Please be aware that filming and recording of the meeting may be taking place during the meeting. If you wish to record or film the meeting, please let the Chairman or Clerk know.



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- c. To note the receipt of £8249 from East Suffolk Council re the precept for 2024-2025
- d. To approve dates of Notice of Public Rights

- 12 To consider any correspondence
 - i) East Suffolk Council – Glass recycling
 - ii) Resident – HGV's in the village
 - iii) East Suffolk Council – Bulb Scheme 2024
 - iv) SALC - Training opportunities
 - v) AEPA – East Suffolk Communities Energy Partnership
 - vi) Heveningham Hall Country Fair Trust – Temporary Road closure
 - vii) SALC Pension requirements as an employer
 - viii) Dr Therese Coffey – Fibre Broadband in the village
 - viii) Suffolk Highways – Bank slippage on Halesworth Road
- 13 Bottle Bank - Update
- 14 Heveningham Flood Resistance Group/ Emergency Plan - Update
- 15 Bell Meadow – Update to include insurance quote
- 16 Triangle of land adjoining The Glebe - Update
- 17 Traffic calming - Update
- 18 Any other business
- 19 Items for consideration for inclusion on the next agenda
- 20 To agree the date for the next meeting 17th July 2024 in the Hub in Huntingfield 7pm.

Angela Colbridge 7th May 2024. Clerk to Heveningham Parish Council. 07584 136402