



Huntingfield Parish Council

Agenda

A Parish Council Meeting will be held on **Wednesday 14th March 2018 at 7.00 pm**
in the
Hub, Huntingfield IP19 0QH

All members of the Council are hereby summoned to attend the meeting of the Parish Council to transact the following business;

AGENDA

1. **Apologies for Absence:** To receive any apologies for absence.
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **Minutes of the Previous Meeting:** Receive and approve the minutes from the meeting 10th January 2018
4. **Open Forum:** The meeting will recess for no more than 15 minutes so that members of the public are invited to give their views on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.
5. **County and District Councillor Reports:** To receive a report from County and District Councillor Burroughes.
6. **Update on vacancy on council.**
7. **Accounts**
 - a) To review & approve the statement of Accounts
 - b) To review & approve the Bank Reconciliation and Authorisation to Pay.
 - c) To authorise the Appointment of an internal auditor & note the completed internal control policy & checklist.
 - d) To agree the authorised list of payments as per Financial Regulation 5.6.
 - e) To note the report created by the Clerk regarding the changes to the Audit Process
 - f) To discuss changing bank following the announced closure of Lloyds in Halesworth.
8. **The Hub:** To discuss the following:
 - a) To receive a report from the trustees if any.
 - b) To approve future expenditure if any.
 - c) To discuss setting up a formal agreement between the Parish Council and the Hub Trustees.
9. **Receive a report from the Events committee if available.**
10. **War Memorial** – to receive an update
11. **Meeting with Heveningham to discuss tree/hedge planting.**
12. **Defibrillator** – to discuss the training and the VETS opportunity
13. **Emergency Plan:** to discuss the creation and adoption of an Emergency Plan
14. **Highways**
 - a). Proposal to meet with other local Parish Councils to discuss Highways concerns.
 - b) Self-help consultation
15. **Meeting dates** – to agree the meeting dates for 2018/19
16. **Village Clean-up** – to agree a date
17. **Annual Parish Meeting** - to discuss the format and information to be prepared.
18. **AOB** – as determined by the Chairman. No decisions can be made.
19. **In accordance with the Public Bodies (admission to meetings) Act 1960 to exclude the public and press for the discussion of matters where publicity might be prejudicial to the special nature of the business – namely personnel matters.**

Karen Forster 7/3/18
Clerk, Orchard House, Chediston Rd., Wissett, IP19 0NF, 01986 785428

Please be aware that filming and recording of the meeting may be taking place during the meeting.