

**The next meeting of Stradishall Parish Council will take place on Monday 5th March 2017 at 7.30p.m. in the Shooting Lodge in Stradishall. Members of the public are welcome. There will be an Open Forum at the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.**

#### **AGENDA**

1. To accept apologies and reason for absence.
2. Declaration of interest by Councillors in items on the agenda.
3. To approve the minutes of the meeting held on Monday 8<sup>th</sup> January 2018
4. County Councillors Report
5. District Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
  - a) Approval of payments and signing of Schedule of Payments
  - b) Approval of payments authorised between meetings
  - c) To receive a statement of receipts and payments (including online payments) made since the last meeting
  - d) Checklist of internal financial controls
  - e) To receive a statement of receipts for the financial year 2017/18
  - f) To review all regular payments including the clerk's salary and approve payments relating to these services for 2018 - 2019
  - g) To review the clerk's salary for 2018/19 and approve online payment.
  - h) To check the PAYE details and tax code for the clerk's salary
  - i) To review the income and expenditure for 2017/18 against the budget and discuss the level of reserves for general and earmarked expenditure
  - j) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate
  - k) To review the Council's risk assessment
  - l) Review of the Council's grass cutting contract
  - m) To check that the levels of liability insurance are adequate
  - n) To review the Council's Financial Regulations Orders and ensure that they are being complied with
  - o) To appoint an internal auditor to check the Council's system of internal controls and review the effectiveness of the internal audit. The internal auditor must be independent from the Parish Council.
  - p) To review the effectiveness of the Council's internal controls
  - q) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2018 and complete the inspection checklist.
  - r) To review the Council's Standing Orders
9. To discuss any planning issues:
10. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) Email from SCC Highways re its Community Self Help Survey
11. Update on preparations for GDPR
  - a) GDPR risk assessment
  - b) Security of data and measures we need to take to protect data
  - c) Checklist for councillors
  - d) Insurance cover if there is a data breach
12. To discuss the following playing field issues:
  - a) Playing field inspection report
  - b) Statutory Declaration from Fields in Trust which the Parish Council needs to sign to confirm that that there are no restrictive covenants or rights reserved over any part of the land registered under Title Number SK123516 SK377920 to be dedicated that will in any way prevent, limit or inhibit the deed of dedication as proposed.
  - c) To decide if a section of the playing field should be excluded from the Deed of Dedication to allow for the possibility of building a village hall and car parking area at some point in the future
  - d) Quotes for mole control

- e) Email from a resident re dog fouling on the playing field
13. To discuss any village issues:
- a) Update on the village review meeting on 7<sup>th</sup> February
  - b) Ideas for commemorating the Centenary of the Armistice on the Western Front in WW1
14. To discuss any correspondence
- a) Email from Suffolk Neighbourhood Watch Association requesting a one-off donation of £50 to help them run the scheme now that they have taken over responsibility for the scheme from Suffolk Police and asking if Stradishall would be interested in joining the scheme.
  - b) Email from Community Payback asking if there are any village projects they can help with
  - c) Email from Suffolk Accident Rescue Service requesting a donation
  - d) Email from Team Big Things about a TV show which will be funding numerous public art projects around the country and asking if Stradishall residents would like to nominate their own village to win the chance of creating a new landmark for their community
15. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Monday 14th May 2018