

## WATTISFIELD PARISH COUNCIL

### All Parish Councillors:

You are hereby summoned and members of the press and public you are hereby invited to attend an ordinary meeting of the Parish Council on Monday 15<sup>th</sup> January 2024 at 7:30pm at the Chapel, Chapel Road, Wattisfield.

### AGENDA

Item	Description
1.	<b>PUBLIC FORUM</b> Members of the public are invited to comment on any agenda item for this meeting or any other matter concerning them and or the parish. After this opportunity, further comment during the meeting will only be allowed at the Chairman's discretion.
2.	<b>REPORT FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS</b> County Councillor Jessica Fleming and District Councillor Richard Winch have been invited to attend.
3.	<b>APOLOGIES</b> To receive apologies and approve the reasons for any absences.
4.	<b>DECLARATIONS OF INTEREST</b> To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.
5.	<b>REQUESTS FOR DISPENSATIONS</b> To receive requests for dispensations.
6.	<b>MINUTES OF THE PREVIOUS MEETING</b> To approve the minutes of the meeting held on 18 <sup>th</sup> December 2023.
7.	<b>MATTERS ARISING FROM MINUTES</b> To consider matters arising that are not covered by subsequent agenda item.
8.	<b>WATTISFIELD VILLAGE HALL AND RECREATION GROUND</b> a) Presentation of the Feasibility Study from the Wattisfield Village Hall Redevelopment Group. Council to consider and agree a way forward.
9.	<b>FINANCE &amp; ADMINISTRATION</b> a) - To confirm the issue of cheques for the following payments: Vch 86 – Wattisfield URC – Hire of Hall - £90.00 Vch 87 – Purcell Architects – 3 <sup>rd</sup> payment for feasibility study - £960.00 Vch 88 – Haward Horological – Church clock service - £360.00 Vch 89 – Prentice Ground care – Churchyard maintenance – £550.00 Vch 90 – Prentice Ground care – Cemetery maintenance - £1630 Vch 91 – Staff Wages – P10 (January 24) - £260.05 Vch 92 – HMRC - PAYE P10 - £65.00

	<p>Vch 93 – Citizens Advice Bureau - £100.00</p> <p>b) – Bank reconciliation @ 31.12.2023  c) – Budget Monitoring report to 16<sup>th</sup> January – For information.  d) To agree a date for the Annual Parish Meeting for 2024.  e) Appointment of internal auditor for 2023/24 Audit.  f) Council to consider the draft Budget for 2024/25 and decide on the precept for the next financial year.</p>
<b>10.</b>	<p><b>PLANNING MATTERS</b></p> <p><b>a). To consider any response to any planning applications notified by the District Council.</b></p> <p>None at time of drafting agenda</p> <p><b>b) – Planning Decisions for Council to note.</b></p> <p>None received at time of drafting agenda.</p>
<b>11.</b>	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>To consider any correspondence previously circulated.</p> <p>a) BMSDC – Call for sties 2024/25 – for consideration  b) Precept survey from Suffolk Constabulary – for consideration.  c) WPC Budget Enquiry from Chair of the VH Committee – for discussion.</p>
<b>12.</b>	<p><b>QUESTIONS TO THE CHAIRMAN</b></p>
<b>13.</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The date of the next Parish Council meeting was confirmed as Monday 15<sup>th</sup> January 2024 at 7.30 pm.</p>
<b>14.</b>	<p><b>To close the meeting.</b></p>

Wendy Alcock - Clerk/Responsible Finance Officer

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8<sup>th</sup> January 2024