

## 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 18<sup>th</sup> December 2023 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.  Apologies received from Councillor Telford
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 20 <sup>th</sup> November 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) Verbal update from the Wattisfield Village Hall Redevelopment Group b) Terms of Reference for the WVHRG as presented by the group to be considered and approved by Council. TOR not available at time of publishing agenda.
9.	<b>FINANCE &amp; ADMINISTRATION</b> a) - To confirm the issue of cheques for the following payments: Vch 82 – Purcell Architecture – 2 <sup>nd</sup> stage invoice - £2341.08 Vch 83 – Community Action Suffolk – website hosting - £60.00 Vch 84 – Wages for P9 - £332.97 Vch 85 – HMRC – PAYE P9 - £83.20  b) – Bank reconciliation @ 30.11.2023.

	<p>c) – Budget Monitoring report to 17<sup>th</sup> December – For information.</p> <p>d) – Council to consider and approve the purchase of a new laptop with Microsoft 365 including .com email address, for the clerk from reserves. Cost to be no more than £750.00</p> <p>e) Council to consider the draft Budget for 2024/25 and make a decision 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>DC/23/05549 – Land East of Walsham Road, Wattisfield – Application for permission in principle for the erection of one dwelling.</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>TREE SURVEY</b></p> <p>Council to consider quotation for tree survey and appoint a contractor.</p>
<b>12.</b>	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>To consider any correspondence previously circulated.</p> <ul style="list-style-type: none"> <li><b>a)</b> Listed building consultation – for consideration</li> <li><b>b)</b> Request for donation from Citizens Advice Mid Suffolk – for consideration and decision.</li> <li><b>c)</b> Update on flood support payments from MSDC – for information</li> <li><b>d)</b> Briefing note from SCC on Storm Babet, and Local Evidence Collection form – for feedback.</li> <li><b>e)</b> Pride in Your Place Grant award – For information and action.</li> <li><b>f)</b> Call for Land for Nature recovery – For information.</li> </ul>
<b>13.</b>	<p><b>QUESTIONS TO THE CHAIRMAN</b></p>
<b>14.</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>15.</b>	<p><b>To close the meeting.</b></p>

Wendy Alcock - Clerk/Responsible Finance Officer

[wattisfieldpc@outlook.com](mailto:wattisfieldpc@outlook.com)

11<sup>th</sup> December 2023

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