

**CONEY WESTON PARISH COUNCIL – AGENDA FOR A MEETING TO BE HELD ON  
THURSDAY 7TH NOV 2019 in the Village Hall @ 6.30pm.**

1. Record Councillors apologies for absence.
2. Declarations of interest.
3. To approve the draft minutes of the last Parish Council meeting (Sept 5th).
4. Scheme of public speaking (public participation about **a specific agenda item**)

**PUBLIC PARTICIPATION SESSION BEGINS**

- 5.1 County Councillor's report including electoral boundary review.
- 5.2 District Councillor's report.
- 5.3 Matters raised under scheme of public speaking from item 4 above

**PUBLIC PARTICIPATION SESSION CEASES**

6. OPEN FORMAL P.C. MEETING: Matters arising for discussion (members progress reports/actions)  
Agree suspension of standing order for 2 hour meeting in case of overrun.

**6.1 Councillors Report**

- 6.1.1 Village Groups
  - 6.1.1.1 Village Hall Roof Grant Update
- 6.1.2 Finance, Admin and Policies.
- 6.1.3 Communications and Publicity including the website
- 6.1.4 Planning
  - 6.1.4.1 Planning Application DC/19/1750/OUT
- 6.1.5 Playing Field
- 6.1.6 Hedges and Highways and local authority liaison
- 6.1.7 Defibrillator, Speed Device, Volunteer Group and Neighbourhood Watch Liaison

- 6.2
  - 6.2.1 Policy Review – Disciplinary and Grievance Policies
  - 6.2.2 Policies for next meeting – Grants and Complaints
  - 6.2.3 Responsible Employer Filing
  - 6.2.4 Community Emergency Plan, next steps

**6.3 Playing Field meeting format and management**

**6.4 Financial report and Draft Budget**

- 6.4.1 Update on alternative banking arrangements and the way forward
- 6.4.2 Printing proposal for Hopton Parish Council
- 6.4.3 Discuss proposed draft Budget for 2020/21
- 6.4.4 Internal audit for 2019/20
- 6.4.5 To review the income and expenditure from 1 April 2019 to 30 September 2019 against budget and to confirm that the bank reconciliation agrees with the bank statements and sign off.
- 6.4.6 To authorise cheques for signature and sign off payment schedule:
  - Village Hall - Already signed £1000
  - Election costs - Already signed £21.34
  - W Suffolk Grass cutting £541.00
  - Clerk Salary £332.52
  - Clerk Expenses £1.90
  - SALC Payroll £27

**7.** Correspondence received and matters for Council's attention since publication of the agenda.

**8.** Date of next meeting. Parish Council Meeting Thurs 2<sup>nd</sup> January 2020

The public are cordially invited to be present and can participate during the open forum session shown above at section 5. Please be aware that filming and other reporting might take place during the meeting.

Freedom of information Act: The revised Suffolk Code of Conduct has been adopted.

**Website:** [www.coneyweston.suffolk.cloud](http://www.coneyweston.suffolk.cloud)

Rowena Salter Clerk