

KEDINGTON PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING
KPC 130-01

To: Councillors Ann Naylor, Terry Wheeler, Ross Standeven, Jeffery Potter, Kris Woodley, Lynda Woodward, Annette Brooker, Dean Willett and Eleanor Bull. No vacancies.

I hereby give you notice that you are summoned to the Annual Meeting of Kedington Parish Council that will be held in the **Meeting Room, Parish Council Office, Arms Lane, Kedington, CB9 7QQ, at 7.00pm on Tuesday 21st May 2024.**

Copies for information to: Mr David Roach (Suffolk County Councillor); Mrs Karen Richardson (West Suffolk Councillor); Mrs Marion Rushbrook (West Suffolk Councillor); Mr Nick Clarke (West Suffolk Councillor).

- 1. Election of Chair for year 2024/2025.**
- 2. Election of Vice-Chair for year 2024/2025.**
- 3. Acknowledge agenda items of interest to members of the public present.**
- 4. Welcome and Apologies.**
- 5. To receive members' declarations of Disclosable Pecuniary Interests and Other Registerable Interests in accordance with the Local Government Association Model Councillor Code of Conduct (and section 106 of the LGFA 1992) and receive any applications for dispensations on agenda items.**
- 6. Councillors who were present to agree as a true record the minutes of the meeting of Kedington Parish Council held on 16th April 2024.**
- 7. Discuss and agree Councillor Responsibilities for year 2024/25.**
- 8. Receive visitor's reports and reports from District and County Councillors.**
- 9. Receive budget statements and any other financial reports and agree any necessary action.**
 - 9.1 Precept for 2024/2025.**
 - 9.2 Review and agree budget statements.**
 - 9.3 Receive Internal Auditor's Report for year ending 31st March 2024.**
 - 9.4 Agree and sign Section 1 – Annual Governance Statement 2023/24 of the Annual Governance and Accountability Return 2023/24 for the financial year ending 31st March 2024.**
 - 9.5 Agree and sign Section 2 – Accounting Statements 2023/24 of the Annual Governance and Accountability Return 2023/24 for the financial year ending 31st March 2024.**
 - 9.6 Ratify payment to RMS Tree Services for removing branches from a windblown Poplar tree adjacent to Silver Street Park.**
- 10. Grants**
 - 10.1. Uptake.**
 - a. 1st Kedington Guides.**
 - 10.2. Applications.**
 - a. 1st Kedington Scout Group.**
- 11. Clerk's report.**
 - 11.1 Review and adopt Data Protection and Information Management Policy.**
 - 11.2 Review and adopt Standing Orders.**

- 11.3 Review and agree Accessibility statement.
- 11.4 Review and adopt Grant Award Policy.
- 11.5 Review and adopt the Local Government Association Model Councillor Code of Conduct 2020.
- 11.6 Annual Parish Meeting confirm date, time and Royal British Legion Hall hire cost.
- 11.7 Parish Council office lease update.
- 11.8 Review and agree Community Emergency Plan.
- 11.9 Arrange conduct of Clerk/RFO's Performance Development Review.
- 11.10 Update regarding Kedington Parish's classification as a Key Service Centre.

12. Play Equipment.

- 12.1 Receive defect reports and agree any necessary action.
- 12.2 Update regarding repairs to play equipment by Playquip.

13. Environmental / Grounds Maintenance matters.

- 13.1 Discuss strimming comfrey on Watermill Meadow.
- 13.2 Update regarding removal of windblown Poplar tree adjacent to Silver Street Park.

14. Highway/Footpath/Street Furniture matters.

- 14.1 Discuss installing a new dog litter bin in Calford Green.
- 14.2 Update regarding placing wooden bollards along West End Lane grass verge.

15. Outstanding estimates awaited or work ordered.

- 15.1 Maintenance of planting areas in Silver Street Park.
- 15.2 Cleaning and repainting of play equipment and Silver Street Park gazebo.

16. Any other reports (on-going matters).

- 16.1 D-DAY 80 celebrations update.
- 16.2 Receive Local History Recorder Annual Report for 2023.
- 16.3 Children's Sports and Wellbeing Day update.
- 16.4 Discuss participation in the Flower Festival 2024.

17. Housing/Planning.

- 17.1 Planning applications for discussion at meeting.
 - a. DC/24/0366/FUL - The Fox PH, Haverhill Road, Little Wratting - Planning application - a. one convenience store b. one drive-through coffee shop with associated parking and landscaping (following demolition of existing public house)
- 17.2 Planning application observations conveyed by the Parish Council. NONE
- 17.3 Planning applications decisions received from the District Council.
 - a. DC/24/0106/FUL - Community Centre, Arms Lane, Kedington - Planning application - a. single storey side and rear extensions b. detached store.
- 17.4 Planning webinars.

18. Date and location of next Parish Council meeting.



John Boxall, Parish Clerk, 16th May 2024
c/o Village Stores, 17 Silver Street, Kedington, CB9 7QG
Email: clerk@kedingtonpc.org.uk
Telephone: 01440 708577
Website: <http://www.kedington.suffolk.cloud>