

Little Waldingfield Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Thursday 10 March 2022 at the Parish Room at 7.30pm at which time members of the public are cordially invited to attend.

AGENDA

1. **Appointment of temporary Proper Officer and RFO to conduct Council business in the absence of a Clerk.**
2. **Apologies and Approval of Absences**
3. **Declarations of Interests by Members and Requests for Dispensation**
4. **Approval of Minutes of the Previous Meeting on 25 January 2022**
5. **Reports by the District Councillors and County Councillor**
6. **Contributions by Members of the Public**
Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion.
7. **Consideration of Planning Applications and Decision Notices.**
DC/22/01068. Replacement oil storage tank.
Harvest Barn, Haymarket, Little Waldingfield, CO10 0SY
8. **Neighbourhood Plan.**
Referendum update, final report & dissolution of Steering Group.
9. **Finance**
 - (a) Confirmation of Receipt of Interest Payments.
 - (b) Confirmation of Lloyds Bank Balances:- Treasurers Acct £24832.81;
BusBank Acct £2524.51.
 - (c) Payments and Budget 28 Feb 22.
 - (d) Review 2020/21 Internal Audit Report comments and responses.
 - (e) Confirmation of the Internal Audit arrangements. (2021/22)
 - (f) Approval of the Council's External Audit Reporting Exemption Status (2021/22)

- (g) Review & Approval of Payments Presented & Online Authorisation Arrangements.
- (h) Approval of RFO's Attendance at Preparing for Internal Audit Webinar

10. Governance

- (a) Review and approval of the Parish Council Standing Orders and Financial Policy 2021/2022
- (b) Review & Approval of the Parish Council's Annual Risk Assessment (2021/22)
- (c) Review & Approval of the Parish Council's Internal Control Statement (2021/2022)
- (d) Review & Approval of the Council's completed Internal Controls Checklist 2021/22.
- (e) Review of Arrangements & Approval of Litter Pick Risk Assessment (19th March 2022)
- (f) Consideration of Closed Churchyard Push Tests Arrangements (2021/22)
- (g) Maintaining a functioning Council until the Clerk's position is filled.
- (h) Agreement of the Date of the Annual Parish Meeting & Draft Agenda.

11. Platinum Jubilee.

Update on proposed Village celebrations.

12. Highways & Footpaths

- (a) Update from Footpaths working party
- (b) Roadside verge and hedge maintenance The Street.

13. Questions to the Chair.

14. Dates of the Next Meetings

- (a) Annual Parish Meeting TBD
- (b) 03 May 2022 (AGM - Agenda Items & Documents Received by 25 April 2022)
- (c) 07 June 2022 (Year End - Agenda Items & Documents Received by 30 May 2022)

Chris White.
clerk.littlewalingfieldpc@hotmail.co.uk