

# *Hawstead Parish Council*

*In the County of Suffolk*

## **Chairman**

Mr John West  
Kellycroft, The Green, Hawstead, Bury St Edmunds, IP29 5NP  
01284 388732 / 07769 290649  
[john@johnwestfinance.co.uk](mailto:john@johnwestfinance.co.uk)

## **Responsible Finance Officer and Parish Clerk**

Mrs Catherine Hibbert  
Brokesbourne, Stanningfield Rd, Gt Whelnetham, IP30 0TY  
[catherine.hibbert@hawstead-parish-council.co.uk](mailto:catherine.hibbert@hawstead-parish-council.co.uk)

Dear Councillor

2 November 2021

You are hereby **SUMMONSED** to a meeting of Hawstead Parish Council at the Village Hall on **Thursday 11 November 2021 at 7.30 p.m.** The press and members of the public are invited to attend.

### **AGENDA**

#### **1. Apologies for absence**

#### **2. Public forum**

- 2.1 Members of the public invited to make representations on any item on the agenda.
- 2.2 County Council
- 2.3 West Suffolk Council
- 2.4 Police

#### **3. Declaration of interests**

- 3.1 To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
- 3.2 To consider any applications for dispensations in relation to declared pecuniary interests.

#### **4. Minutes**

To resolve that the minutes of the Parish Council meeting dated 26<sup>th</sup> October 2021 be signed as a true and accurate record of that meeting.

#### **5. Reports**

To receive reports including the following:-

- 5.1 Communications;
- 5.2 Greens;
- 5.3 Footpaths and trees;
- 5.4 Highways;
- 5.5 Safety (emergency plan);
- 5.6 Volunteering;
- 5.7 Clerk.

#### **6. To consider**

- 6.1 Litter picking honorarium;
- 6.2 Xmas tree;
- 6.3 Update on Bells Lane management plan;
- 6.4 Website administrator

#### **7. Planning applications, appeals and notifications**

#### **8. Finance**

- 8.1 To receive and approve the quarterly financial summary to 30<sup>th</sup> September 2021;
- 8.2 To receive and approve the bi-monthly financial summary for September/October 2021;
- 8.3 To approve payments to be made;

# *Hawstead Parish Council*

*In the County of Suffolk*

8.4 To approve budget and precept proposal for 22/23;

8.5 To review reserves policy;

8.6 To receive six month internal finance controls check.

**9. Chairman's summary**

**10. Correspondence and circulars**

10.1 Play area reports for October and November 2021;

10.2 Queens platinum jubilee info re beacons and trees;

10.3. Precept application material for 22/23;

10.4 Notice under Nitrate Pollution Regs.

**11. Date of next meeting**

13th January 2022 at 7.30pm.

*CH*

C Hibbert - clerk