

WESTHORPE PARISH COUNCIL

To: **Members of Westhorpe Parish Council**

You are duly summoned to attend the Westhorpe Parish Council Meeting to be held on Tuesday 2 November 2021 at the Village Hall at 7.30 pm.

Public Participation:

The public are invited to give their views and question the Parish Council on agenda issues or raise matters for future consideration at the discretion of the Chairman before the start of the Council meeting. Members of the public may not take part in the Parish Council meeting itself.

The Meeting will be held in accordance with current Covid social distance regulations. All attendees are encouraged to wear face masks whilst moving around the Hall and requested to sign a register of attendance providing name and contact telephone number.

All members of the press and public are cordially invited to attend.

AGENDA

1. APOLOGIES and approval of absences.
2. DECLARATIONS of Interest and Dispensation considerations.
3. MINUTES of Meeting held on Tuesday 7 September 2021 previously circulated and taken as read – to consider, approve and sign.
4. MATTERS arising from 7.9.2021 Minutes:-
 - 4.1 Hedge outside The Old Rectory (9.1) – Chairman update
5. REGISTER of Members' Interests – individual forms for review by each Councillor and signed off for subsequent submission by Clerk to Babergh and Mid Suffolk District Councils.
6. SPEED Indicator Device:- Chairman and Cllr Brown update
 - 6.1 Android device – to consider request to MSDC for purchase of Android devices
7. SUFFOLK County Councillor (SCC) report
8. DISTRICT Councillor (MSDC)
 - 8.1 Report
9. PLANNING:-
 - 9.1 JOINT Local Plan – MSDCllr update
 - 9.2 DC/21/00366 – Land South of, Westhorpe Road, Finningham – MSDCllr update
10. FINANCE:-
 - 10.1 Expenses:- To confirm the following payments:-
 - (i) chq 100419 – Traffic Technology Ltd – SID purchase and training - £3231.60
 - (ii) chq 100420 – J Dunicliffe – clerk wages 1.7.21 to 30.9.21 - £225.24
 - (iii) chq 100421 – Business Services at CAS Ltd – Insurance - £176.36
 - (iv) chq 100422 – HMRC – clerk PAYE 1.7.21 to 30.9.21 - £35.80
 - (v) chq 100423 – Oliver Smith – renewal Microsoft 365 software - £64.00
 - (vi) Direct Debit – Information Commissioner – Data Protection – due 8.11.2021 - £35.00
 - 10.2 Income:- To note Receipt of second half of BMSDC Precept – 10.9.2021 - £1225.00
 - 10.3 Clerk Annual Salary Review and Contract of Employment – to review and consider both items in accordance with Internal Audit Regulations and Precept – Chairman
 - 10.4 Ladywell Accountancy Services – to note these will end 5.4.2022 and to consider replacement services for HMRC clerk purposes.
 - 10.5 Bank Statement and cash book reconciliation (previously circulated) as at 26.10.2021

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- 10.6 Current cash book (as at 26.10.2021) Current - £3157.89; Savings – £1505.12
11. FESTIVAL of Suffolk - Chairman
 12. QUESTIONS to the Chairman
 13. MEETINGS 2022 to be held in the Village Hall at 7.30 pm – To note:-
 - Tuesday 11 January
 - Tuesday 1 March
 - Tuesday 3 May
 - Tuesday 5 July
 - Tuesday 6 September
 - Tuesday 1 November

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