



The Parish Councillors of TATTINGSTONE PARISH COUNCIL are summoned to attend the Annual Parish Council Meeting on Tuesday 09 May 2023 commencing at 7.30pm at Tattingstone Village Hall.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

AGENDA

01	OPENING INCLUDING STATEMENT	CLERK
02	Election of Chair inc. signing of the Declaration of Acceptance of Office for the position	DW
03	Election of Vice-Chair inc. signing of the Declaration of Acceptance of Office for the position	CHAIR
04	APOLOGIES FOR ABSENCE a) Council to receive apologies for absence b) Council to consent to accept apologies received	CLERK
05	DECLARATIONS OF INTERESTS: a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct b) To receive notification of gifts of hospitality exceeding £50 c) To receive requests for dispensations	ALL
06	MINUTES a) To consider and approve the minutes of the previous Parish Council meeting held on 03 April 2023	CHAIR
07	CLERK'S REPORT a) To review actions from the previous meeting b) To receive an update from the Clerk on any other Council issues	CLERK
08	REPORTS FOR INFORMATION – to receive written reports for information only: a) County Councillor - Simon Harley b) District Councillor – Jane Gould	CHAIR
09	PUBLIC FORUM a) To receive questions and matters of concern from members of the public in attendance on the agenda submitted b) To receive comments or questions relating to Tattingstone in particular c) To receive questions and comments submitted in writing/email for future consideration by the Council	
10	STATUTORY BUSINESS – to view associated papers please use the following web link: a) To receive signed Declaration of Acceptance of Office forms from all Parish Councillors b) To receive nominations for the unfilled posts of Councillor following the uncontested Parish Council Election on 04 May 2023 c) General Power of Competence – Council to confirm that it fulfils the eligibility criteria to use the power (at least two-thirds elected members and a qualified Clerk (CiLCA or higher) for the next four years d) Councillors to re-confirm adoption of the LGA Councillor Code of Conduct 2020 (Appendix A of Tattingstone Standing Orders)	

	<p>e) Councillors to approve Tattingstone Standing Orders and Finance Regulations</p> <p>f) Councillors to consider and approve Parish Council Representation on outside bodies (<i>Village Hall and Playing Fields Committees</i>)</p> <p>g) Councillors to consider nominations to the Parish Appointed Positions (<i>Bank Signatories</i>)</p> <p>h) Council to note that, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed at the Council's Responsible Finance Officer as part of her contract of employment.</p>	
11	<p>FINANCE – to view all associated papers please use the following web-link: APCM-09-May-2023-PAPERS.pdf (tattingstoneparishcouncil.co.uk)</p> <p>a) To note and approve the balance of accounts as at 30 April 2023: - Current account: £TBC - Premium Account: £TBC</p> <p>b) To approve the accounts awaiting payment including those coming forth and the receipts allocated since the last meeting (<i>Paper 1 09.05.23</i>)</p> <p>c) To consider and receive the Bank Reconciliation for the period ending 31.03.22 (<i>Paper 2 – 09.05.23</i>)</p> <p>d) To note, approve and sign the Neighbourhood CIL expenditure Report for return to Babergh District Council (<i>Paper 3 – 09.05.23</i>)</p> <p>e) To receive an update on the monies held under the CIL Reserve and monies expended to date or coming forth as a bid against the CIL reserve (<i>Paper 4 – 10.05.23</i>)</p> <p>f) To receive and adopt the Annual Internal Audit Report for the year ending 31 March 2023 as produced by the Council's appointed Internal Audit (<i>Paper 5 – 09.05.23</i>)</p> <p>g) To note and approve the Internal Audit Report Action Plan as drawn up by the RFO (Clerk) (<i>Paper 6 – 09.05.23</i>)</p> <p>h) To receive and approve the Asset Register for the year ending 31 March 2023 (<i>Paper 7 – 09.05.23</i>)</p> <p>i) To approve the Statement of Accounts for Tattingstone Parish Council for the year ending 31 March 2023 (<i>Paper 8 – 09.05.23</i>)</p> <p>j) To consider and approve the completion of the Annual Governance Statement (section 1) for the year ending 31 March 2023 as per the Annual Governance and Accountability Return (AGAR) (<i>Paper 9 – 09.05.23</i>)</p> <p>k) To consider and approve the Accounting Statements for the year ending 31 March 2023 (<i>Paper 10 – 09.05.23</i>)</p> <p>l) To note the Budget to Actual Position including variances for the year ending 31 March 2023 (<i>Paper 11 – 09.05.23</i>)</p> <p>m) To note that the RFO (Clerk) has set the period for the Public Rights of the Unaudited Annual Governance and Accountability Return and advertised them along with associated documentation</p>	RFO
12	<p>PLANNING MATTERS</p> <p>a) To consider and agree response to the following planning matters relating to Tattingstone: DC/23/01723- Erection of three bay cart lodge/garage at Lyndhurst, School Road, Tattingstone, IP9 2NJ</p> <p>b) To note the following decision notices received: Application for a Non-Material Amendment relating to DC/22/04355 - Relocation of garage a further 1m away from northern boundary at 17 The Close, Tattingstone, IP9 2PD - APPROVED</p>	CHAIR
13	<p>CORRESPONDENCE TO NOTE/ACTION</p> <p>None</p>	CLERK/ ALL
14	<p>MISCELLANEOUS CORRESPONDENCE</p> <p>To discuss the miscellaneous correspondence circulated during the month</p>	CLERK
15	<p>VILLAGE PLAYING FIELD - to view all associated papers please use the following web-link: APCM-09-May-2023-PAPERS.pdf (tattingstoneparishcouncil.co.uk)</p> <p>a) To receive tenders for the 2-year contract to cut the Village Playing Field (Paper entitled <i>Playing Field Tenders 2023</i>)</p> <p>b) To approve allocation of contract for the next 2-year period</p>	CHAIR
	VILLAGE MATTERS	

	a) To receive an update on matters relating to the Tattlingstone Tattler if appropriate b) To receive an update on matters relating to the Neighbourhood Plan if appropriate c) To review progress of the Tattlingstone Community Emergency Plan if appropriate	
16	COUNCILLOR REPORTS a) To report village matters of concern to the Clerk	CLLRS
17	DATE OF NEXT MEETING Monday 05 June 2023, 7.30pm at Tattlingstone Village Hall	CHAIR

Signed:



Sarah Keys Clerk to the Council