

## BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones  
Clerk: Tina Newell  
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On 4 April 2020, the government brought in a new regulation allowing local authorities to conduct meetings remotely; SI 2020 No. 392 The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

**Councillors:** You are hereby summoned to attend a meeting the Annual Meeting of the Parish Council on **Tuesday 4<sup>th</sup> May 2021 at 8pm** to be held remotely on Zoom.

**Members of the press and public:** You are hereby notified of the meeting to which you are invited to join where public input will be invited.

To attend the meeting please follow this link <https://zoom.us/j/93093858631?pwd=dkVHek1BSEtSWWFSTnVBV0FXcEZhZz09> or telephone 0208 080 6592 entering, when prompted, the meeting ID 930 9385 8631 and passcode BeyAPM21

### AGENDA

1.	<b>To elect a Chairman of the Council and receive the Chairman's declaration of acceptance to office</b>
2.	<b>To elect a Vice Chairman of the Council and receive the Vice Chairman's declaration of acceptance to office.</b>
3.	<b>To consider co-option on to the Council:</b> To receive and consider applications to fill the one vacancy for the post of Parish Councillor and consider co-opting.
4.	<b>Apologies for absence:</b> to receive and note or accept.
5.	<b>Declarations of Interest and Dispensation considerations:</b> <ul style="list-style-type: none"><li>a. Members are reminded of <i>their</i> responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct.</li><li>b. To consider requests for dispensation.</li></ul>
6.	<b>Minutes of previous meeting:</b> To consider, approve and sign the minutes of the Parish Council meeting held on 27 April 2021.
7.	<b>Public Forum:</b> <ul style="list-style-type: none"><li>a. To receive a report from District Councillors Harry Richardson and Wendy Turner.</li><li>b. To receive a report from County Councillor Penny Otton.</li><li>c. To receive comments or questions from members of the public in attendance.</li></ul>
8.	<b>Planning:</b> To consider and agree a response to Mid Suffolk District Council on planning applications relating to Beyton: none for comment at the time of writing the agenda.
9.	<b>Finance (supporting papers appended):</b> <ul style="list-style-type: none"><li>a. To consider and approve the finance report for the period ended 30 April 2021 including verification of bank reconciliations to bank statements.</li><li>b. To receive the budget to actual receipts and payments for period ended 30 April 2021.</li><li>c. To consider and approve payments to be made by cheque (supported by invoices and receipts).</li><li>d. To receive an update on Community Infrastructure Levy (CIL)</li></ul>
10.	<b>Governance (supporting papers appended):</b> <ul style="list-style-type: none"><li>a. To appoint members to existing committees and working parties.</li></ul>

	<ul style="list-style-type: none"> <li>b. Review and adopt Standing Orders and Financial Regulations.</li> <li>c. Review representations on external bodies.</li> <li>d. Review of inventory of land and other assets.</li> <li>e. Confirmation of insurance cover in respect of all insurable risks.</li> <li>f. Review subscriptions to other bodies.</li> <li>g. Review of the Council's complaint procedure.</li> <li>h. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.</li> <li>i. Review of the Council's policy for dealing with the press/media.</li> <li>j. Review of the Council's employment policies and procedures.</li> </ul>
11.	<b>Village Green:</b> <ul style="list-style-type: none"> <li>a. To receive an update on the lease for the Village Green to the Parish Council.</li> <li>b. To receive quotations to replace broken glass in the bus shelter.</li> <li>c. To receive a quotation for the maintenance of the Parish Council owned/managed land.</li> </ul>
12.	<b>Road Safety:</b> <ul style="list-style-type: none"> <li>a. To note the village Green sign on Tostock Road is down.</li> <li>b. To receive an update on works to eliviate flooding on Thurston Road and Tangles Lane</li> <li>c. To consider works required on Drinkstone Road.</li> <li>d. To receive an update on Automatic Number Plate Recognition Speed Camera.</li> </ul>
13.	<b>Neighbourhood Plan:</b> To receive an update further to the public consultation.
14.	<b>Beyton Village News:</b>
15.	<b>Any other Council business for information to be noted or for inclusion in a future agenda:</b>
16.	<b>To consider and agree dates for future meetings:</b> proposed dates 2021 - June 15, July 13, September 14, October 12, November 9,– January 11, February 15, March 15, April 12 and May 10.
17.	<b>To resolve to exclude temporarily the Public and Press under the Public Bodies Admission to Meetings Act 1960 due to the confidential nature of the business to be discussed:</b> staffing matters.
18.	<b>Staffing Matters:</b> To receive applications for the role of permanent Parish Clerk and consider appointing a new Clerk.
19.	<b>To close the Meeting.</b>

Published and posted

28th April 2021

*Tina Newell*

Tina Newell; Acting Clerk and RFO to the Parish Council