


BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones

Clerk: Tina Newell

25 Shakespeare Road, Stowmarket,
Suffolk IP14 1TU.

 parishclerk@beyton-pc.gov.uk

 07767 163706

Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend a meeting of the Parish Council on **Tuesday 14th September 2021 at 7.30pm in Beyton Church Vestry** to consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort can be made to provide access.

This meeting will be recorded and anyone speaking at the meeting will have deemed too given consent to being recorded.

AGENDA

1	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absence.b. Councillors to consent to accept apologies for absence.
2	Declarations of Interest and Dispensation considerations: <p>Members are reminded of their 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.</p> <ul style="list-style-type: none">a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.b. To receive and consider any requests for dispensations.
3	Minutes of previous meeting: <p>Councillors to agree the minutes of the Parish Council meeting held on 13 July 2021 as a true record of the business conducted (here)</p>
4	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none">a. To receive reports from the District and County Councillorsb. To receive comments or questions on matters of interest from members of the public.
5	Planning:

	<p>Councillors are asked to consider and agree comments on applications made to the Local Planning Authority (MSDC) relating to Beyton:</p> <ul style="list-style-type: none"> a. DC/21/04762 Householder application - forming of bathroom within first floor and fireplace for the wood burner at ground floor and external alterations to outbuilding including 3 no roof lights and new doors. Location: Bridge House, The Green, Beyton IP30 9AJ b. DC/21/04763 Application for listed building consent – forming of bathroom within first floor and fireplace for the wood burner at ground floor and external alterations to outbuilding including 3 no roof lights and new doors. Location: Bridge House, The Green, Beyton IP30 9AJ c. Councillors are asked to note determinations made by MSDC since the last meeting: d. DC/21/03165 Single storey extension Balmedie House MSDC: Granted. BPC: Support e. To receive an update on outstanding CIL liability (DC/19/00782 Land adjacent Guerdon Cottage, Drinkstone Road, Beyton. f. To receive an update on the concerns regarding the development on the former Nursery site g. To receive a response from the MSDC, as the planning authority, to concerns over the drainage on the development on the former Old Nursery site
6	<p>Finance (all supporting papers appended):</p> <ul style="list-style-type: none"> a. Councillors to approve the finance report for the period ended 31 August 2021 including bank reconciliations and budget to actual payment and receipts b. Councillors to receive and approve payments to be made by cheque payment c. Councillors to consider a request from Beyton Environmental Group (BEG) for a contribution towards equipment hire (total hire cost £40.00)

	<ul style="list-style-type: none"> d. Councillors to agree to amend the business address on all bank accounts to the current Clerk's address e. Councillors to agree amending the bank mandate to add access and authorisation to internet banking for Councillor's GJ, JC, AN and HH only f. Councillors to agree to amend the bank mandate to add Councillor HH as a cheque signatory g. All Councillors to agree to amend the bank mandate to allow the current Clerk administration access only to internet banking h. Councillors are asked to note the VAT return for 2020/21 has been submitted i. Councillors to note receipts from CIL are to be spent within five years
7	<p>Governance:</p> <ul style="list-style-type: none"> a. To receive a review of the Councils Internal Controls (AA and HH) b. To receive a review of the Councils Risk Assessments (HH and Clerk). c. Councillors are asked to agree and adopt the following policies/procedures: <ul style="list-style-type: none"> i. Website Accessibility Statement v1.0 ii. Filming, Videoing, Photography and Audio Recording v1.0 iii. Freedom of Information v1.0 iv. Publication Scheme v1.0 v. GDPR Policies: <ul style="list-style-type: none"> • Consent form v1.0 • Data Protection Policy v1.0 • Document Electronic Date Retention v1.0 • Lawful Bases for Processing Data v1.0 • Subject Access Request Policy & Procedure v1.0 • General Privacy Notice V1.0 d. Councillors to agree on action to retrieve historical documents from the previous Clerk.

8	<p>To receive reports and consider action required from the Working Parties and representatives:</p> <ul style="list-style-type: none"> a. Flooding: <ul style="list-style-type: none"> i. To receive an update on the work to mitigate flooding on Drinkstone Road ii. To receive an update on work to clear the culvert on Thurston Road b. Play Equipment: <ul style="list-style-type: none"> i. To receive the monthly play equipment visual inspection report ii. To note the annual play inspection has been booked iii. To receive confirmation of the insurance cover c. Village Green: <ul style="list-style-type: none"> i. To receive an update on the lease/purchase ii. To review the grass cutting schedule considering wildlife areas iii. To receive concerns regarding parking on the village green d. Footpaths
9	<p>To receive updates from Village Groups:</p> <ul style="list-style-type: none"> a. Community Speedwatch b. Beyton Village News (BVN) c. Beyton Village Association (BVA): to consider the Festival of Suffolk 2022 d. Beyton Environmental Group (BEG)
10	<p>Any other matters for information, to be noted, or for inclusion on a future agenda:</p>
11	<p>To note the date for the next meeting: Tuesday 12 October 2021</p>
12	<p>Any other matters for information, to be noted, or for inclusion on a future agenda:</p>
13	<p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the press and public are to be excluded from the meeting due to the confidential nature of the business to be transacted: Employment matters</p>

14	Employment matters: To agree the appointment of a permanent Clerk and contract
15	Chairman to close the meeting

Tina Newell

8 September 2021

Tina Newell Clerk to Beyton Parish Council