

BEYTON PARISH COUNCIL

Chairman: Councillor Graham Jones

Clerk: Tina Newell

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All Parish Councillors: You are hereby summoned, and members of the press and public you are hereby invited, to attend the **Annual meeting of Beyton Parish Council on Tuesday 7 May 2024 in the Conference room at Thurston Sixth Beyton Campus from 7.30pm** 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 may be made to provide access.

The Council will record this meeting when the public and press are not lawfully excluded; anyone speaking at the meeting will have deemed to have given consent to being recorded. The recording will be deleted when the minutes for the meeting are signed as a true record.

AGENDA

Item	Description
1.	To elect a Chairman to the Parish Council and receive the Chairmans Declaration of Acceptance to Office.
2.	To elect a Vice Chairman of the Council.
3.	Apologies for absence: a. Councillors to receive any apologies for absence. b. Councillors to vote on acceptance to apologies for absence.
4.	Declarations of Interest and Dispensation considerations: <i>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).</i> a. To receive any Councillors Interests in subsequent agenda items. b. To consider any requests for dispensations.
5.	Minutes of previous meeting: Councillors to agree the minutes of the meeting held on 9 April 2024.
6.	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): a. To receive reports from District Councillor's Austin Davies and David Bradbury.

	<ul style="list-style-type: none"> b. To receive a report from County Councillor Penny Otton. c. To receive comments or questions on matters of interest from members of the public.
7.	<p>Planning:</p> <ul style="list-style-type: none"> a. Councillors to consider the following planning applications relating to Beyton received since the last meeting: <ul style="list-style-type: none"> I. DC/24/01543 Householder application Erection of greenhouse Crossfield, Church Road, Beyton IP30 9AL II. DC/24/01519 Full application – erection of a new field gate and upgraded field access (retention of) Land at Cangles Lane and West of Drinkstone Road, Beyton IP30 9Q b. Councillors to note there have been no determinations made by MSDC relating to Beyton since the last Parish Council meeting. c. Councillors to receive an update on the collection of all outstanding CIL money. d. Councillors to receive the outcome of the conversation with the Planning Director at MSDC regarding the District Councils administration relating to planning application DC/24/00478.
8.	<p>Finance: (all reports and paperwork appended):</p> <ul style="list-style-type: none"> a. Councillors to approve the finance report for the period ended 30 April 2024 including: <ul style="list-style-type: none"> I. Bank reconciliations II. Reserves b. Councillors to note receipts since the last meeting. c. Councillors to approve payments to be made by internet banking. d. Councillors to review the Barclays mandate for both bank accounts.
9.	<p>Governance:</p> <ul style="list-style-type: none"> a. To receive and adopt the Internal Audit report for the year ended 31 March 2024. b. To consider and approve the completion of the Annual Governance Statements (section one) of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2024. c. To consider and approve the Accounting Statements (section two) as transposed on the AGAR for the year ended 31 March 2024.

	<ul style="list-style-type: none"> d. To note Beyton Parish Council are subject to a Limited Assurance Review for the year ended 31 March 2024. e. To agree the dates for public inspection of the accounts as commencing on 13 June 2023 up to and including 14 July 2023. f. To appoint members and review the terms of reference for the Staffing Committee. g. To consider the appointment of Councillor's to the following positions: <ul style="list-style-type: none"> I. asset management II. footpath officer III. flooding IV. play equipment and Village Green V. risk assessment and policies VI. road safety VII. tree warden h. To confirm the appointment of a Parish Council representative to Hesselton & Beyton Villa Hall i. To agree continuation of Parish Council subscriptions to external bodies including Suffolk Association of Local Councils (SALC: a paid subscription) and Community Action Suffolk (CAS: a free subscription). j. To receive an update on the Financial Regulations.
10.	<p>To receive updates and reports from working parties and representatives and agree actions:</p> <ul style="list-style-type: none"> a. Bus service: no update. b. Road Safety including Community Speed Watch: to include an update on the purchase of an additional speed indicator device. c. Flooding: To consider the short- and long-term maintenance of ditches through the Parish. d. Thurston Sixth Form, Beyton Campus: no update. e. The Village Green: <ul style="list-style-type: none"> I. To receive the regular inspection report including an update on the refurbishment of one bench. II. To consider a schedule of work to the play equipment.
11.	<p>Correspondence: Councillors to note any correspondence previously circulated not included elsewhere on the agenda and consider any action to include:</p>

	Draft policy from the Mid Suffolk and Babergh Licensing Committee
12.	Village Voice: To consider holding a Parish Council surgery monthly.
13.	Councillors to consider and agree dates for the forthcoming meetings: 4 June 2024, 2 July 2024, 3 September 2024, 1 October 2024, 5 November 2024, 7 January 2025, 4 February 2025, 11 March 2025, 8 April 2025 and 6 May 2025.
14.	To close the meeting.

Tina Newell

Clerk I Beyton Parish Council

Dated this 1st day of May 2024