

# Assington Parish Council

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket IP14 3HF –

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## PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

Assington Village Hall at 7.30pm on **Monday 3<sup>rd</sup> June 2024**

### AGENDA

1. **Election of Chairman** and to receive Declaration of Acceptance of Office
2. **Apologies** for absence
3. Agree **Minutes** of Assington Parish Council meeting held on 25<sup>th</sup> March 2024
4. Declarations of Interest
5. County and District Councillor reports and **public forum**
6. Planning:
  - a. [DC/24/01802](#) Erection of an agricultural storage building Land At Shamrock Farm Marshalls Green Assington Sudbury Suffolk CO10 5LS
  - b. [AP/24/00034](#) Woodside Barracks Road Assington CO10 5LP erection of 2No Bungalows
  - c. Status of **planning applications**
7. Appoint **members** to the HR and Standards Committees
8. Appoint **representatives** to:
  - a. Assington Village Charity
  - b. Suffolk Association of Local Councils (SALC)
9. Appoint **Councillors** to review planning applications for consideration ahead of meeting
10. To consider the appointment of Heelis and Lodge as **Internal Auditor**
11. To consider continued **subscription** to SALC
12. Agree actions on **Correspondence and emails circulated** to Councillors by the Clerk
13. Agree any actions required after reviewing the **Clerk's Report**
14. Finance
  - a. To consider the **Internal Auditor's Report as at 31<sup>st</sup> March 2024** and agree actions on any matters arising
  - b. To approve **Section 1 of the Annual Return** for the year ending 31st March 2024
  - c. To approve **Section 2 of the Annual Return** for the year ending 31st March 2024
  - d. Review the **Bank Reconciliation and the Statement of Accounts** as at 31<sup>st</sup> March 2024
  - e. Consider the contract with Hartleys Landscapes for cutting of public footpaths
  - f. From the **RFO Report** authorise payments made/to be made and note income received since the last meeting, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
15. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
16. Consider **Councillor training** with SALC, if required
17. Projects to consider for **CIL expenditure**
  - a. To consider a donation toward the addition of toilets and kitchen facilities at St Edmund King and Martyr Church Assington
  - b. To consider a donation of up to £5,000 toward replacement of white goods as part of the kitchen refurbishment at the village hall
  - c. To consider the addition of a boardwalk on footpath
  - d. To consider the addition of a gate on the allotment site to prevent grazing
18. **Questions** to the Chair
19. Next scheduled **meeting** will be held on Monday 29<sup>th</sup> July 2024 at 7.30pm.

*Ch Hargan*