



# HUNTINGFIELD PARISH COUNCIL

Parish Clerk: Carol Hume  
Tel: 01986 785368  
E: huntingfieldclerk@gmail.com

Dear Councillors,

You are hereby summoned to the forthcoming Parish Council Meeting to be held at the Hub on Wednesday 9<sup>th</sup> November 2022 at 7.00 pm for the purposes of transacting the business shown on the agenda below.

Kind regards,

Parish Clerk & RFO

2<sup>nd</sup> November 2022

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## AGENDA

### 1. Chairman's welcome and formal notice about recording of the meeting (if applicable).

### 2. To RECEIVE apologies for absence and declarations of interest, and

To RECEIVE delegated Declarations of Interest Dispensation decisions or APPROVE such dispensation requests where required.

*Members are reminded that if it becomes clear that they have a Disclosable Pecuniary, Other Pecuniary or Registrable Non-Pecuniary Interest when considering any of the matters covered by this Agenda, they must declare it.*

### 3. Public Forum

The Chairman to invite members of the public to indicate if they wish to speak at this meeting, either on an item on the Agenda or on a general matter. Public questions are permitted for a maximum of ten minutes and are generally limited to around three minutes per person, at the discretion of the Chairman.

The public may ask questions relating to the work and services of the Council. Questions may not always be answered at the meeting, but they will be dealt with appropriately. If a question is to be discussed by councillors, it will be added to the agenda for the next Council meeting.

### 4. Minutes of the last meeting

To APPROVE the Minutes of the meetings of the Council held on 5<sup>th</sup> October 2022 (previously circulated) as a true and accurate record.

### 5. County and District Councillor's Report

To RECEIVE an oral or written report from Cllr. Stephen Burroughes (Suffolk County Council and East Suffolk District Council) and to give him the opportunity to respond to any matters raised in the Public Forum.

### 6. Village Environment

To RECEIVE reports from the Footpath and Tree Wardens, and any update on Footpath and Highways matters

### 7. The Hub

To RECEIVE an update on the proposed agreement with the Hub Trustees

To APPROVE proposed expenditure for the Hub

To CONSIDER any support by the Council within the "Warm Space" initiative for a proposal to hold weekly or biweekly sessions at the Hub to provide support for families in need within the community by offering a community larder (Cllr. Driver).

### 8. Planning and Development

To CONSIDER any planning applications received by the Council for comment, including those received after the publication of this agenda.

To NOTE any planning decisions received – see separate list

To RECEIVE an update on properties owned by the Heveningham Hall Estates



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## 9. Parish Clerk's Report *(to follow)*

To **RECEIVE** an update on actions still outstanding from previous meetings

To **CONSIDER** the replacement of the Council's laptop

## 10. Responsible Financial Officer's Report

To **RECEIVE** and **APPROVE** a range of financial reports, to include a bank reconciliation, a statement of accounts and a list of payments for approval *(documents to follow)*.

To **APPROVE** virements across Cost Codes and from Reserves to regularise this year's Budget (report to follow)

To **MOVE** a proposal and **MINUTE** the decision to open an account with Unity Trust Bank, with a deposit of £500.00 and having received satisfactory references from two current users of the banking facility provided by that bank.

To **RESOLVE** on the signatories to the new Unity Trust account and their status *(View, Submit, Authorise – any combination of the three levels)*

To **INITIATE** the process to establish the 2023 Budget and Precept

11. To **NOTE** correspondence received since the last meeting.

## 12. Date of the next meeting

To **CONFIRM** the date of the next meeting, scheduled for January 11<sup>th</sup> 2023 at 7 pm in the Hub

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