

NOTICE OF SHOTTISHAM PARISH COUNCIL MEETING

Tuesday 8th March 2022 at 7.30pm

All councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are cordially invited.

AGENDA

1. Chairman's welcome and apologies for absence
2. OPEN FORUM – *an opportunity for parishioners to briefly raise matters of concern on the agenda without having to sit through the whole meeting*
3. Councillors' Declarations of Interest
4. Signing of Minutes of 11th January 2022 as a true record
5. Reports: AR (SCC), JM (ESC)
6. End of year preparation including:
 - Review Standing Orders and Financial Regulations
 - Review Risk Assessments and Internal Control Arrangements
 - Review the Suffolk Local Code of Conduct
 - Review the Asset Register of 2022 and confirm adequate insurance cover
 - Appoint an Internal Auditor for 2022
 - Dates of meetings for 2022-23
7. To receive update on Highways Issues
8. To receive update on playground issues
9. To discuss ESC's Community Governance Review 2021/22
10. To discuss arrangements for the Queen's Platinum Jubilee celebration on June 5th
11. To decide on a suitable position to site the new beacon
12. Clerk's report and Finance report:
 - a) Financial report
 - b) Signing of cheques

a. Clerk's wages	£240.00
b. HMRC	£60.00
c. Playdale Playgrounds Ltd (tractor deposit)	£2173.12 (paid)
d. Peter Widdup (mole catcher)	£175.00
e. Shottisham WI Trust Hall	£30.00
f. Mark Fowler (IT support)	£20.00
g. REJB Sports (inspection report)	£72.00
13. To receive updates on the action points from the meeting in January
14. Matters to be brought to the attention of the Council
15. Action points arising from the March meeting

Lesley Roberts, Parish Clerk