



## KETTLEBURGH PARISH COUNCIL

**There will be a meeting of the Parish Council  
in the Village Hall  
on Thursday 13<sup>th</sup> August 2015 at 7:30pm**

**The press and public are invited to attend**

The meeting will assemble in OPEN SESSION, Open Session will then be CLOSED and the Parish Council Meeting will commence.

## AGENDA

- 1 To receive members' declarations of interests regarding agenda items**
- 2 Receive Apologies for Absence**
- 3 Minutes**
  - To approve and sign minutes of the annual meeting held on 13<sup>th</sup> May, the extraordinary meeting held on 11<sup>th</sup> June and the planning meetings held on the 6<sup>th</sup> and 28<sup>th</sup> July** (circulated and posted in draft form on the website and notice board)
- 4 To receive reports from County and District Councillors and Suffolk Police**
- 5 Planning:**
  - DC/15/2647/FUL - The installation of additional play equipment including a slide, swing set, 2 springers and a roundabout alongside existing installed play equipment - Kettleburgh Green
- 6 Meeting advertising strategy**
  - Should interested parishioners be emailed notice of or agendas for scheduled or planning meetings?
- 7 Election of Vice-chairman**
- 8 Defibrillator** - A talk from a representative of Framlingham First Responders
- 9 Commonwealth Flag Day**
  - A discussion following an invitation to raise the Commonwealth Flag
- 10 Renaming the Annual Parish Meeting**
- 11 Council document annual reviews**
  - a Approval of change to Standing Orders for new media rules
  - b Approval of renewed Risk Assessment
  - c Approval of updated Asset Register
- 12 Finance**
  - a Approval of Financial Statement
  - b Approval of payments schedule
  - c Approval of bank mandate change
  - d Approval of insurance provider change
- 13 A.O.B. (not matters of substance)**
  - including matters for next meeting
- 14 Further meetings**
  - The next scheduled meeting will be held in the Village Hall on 12<sup>th</sup> November 2015 commencing at 7:30pm. Further scheduled meetings will be held on 4<sup>th</sup> February and 12<sup>th</sup> May.
- 15 Close meeting**

Please Note: Council meetings may be filmed or recorded. Those wishing to do so are requested to contact the Clerk before the meeting. Those wishing not to be filmed should contact the Clerk and will be seated in an area designated for the purpose.

Martin Sims  
Clerk to the Council  
4<sup>th</sup> August 2015