



**Agenda for the Ordinary Meeting of Kettleburgh Parish Council  
to be held at Kettleburgh Village Hall on Friday 20<sup>th</sup> January 2023 at 19.30**

Members of the Kettleburgh Parish Council are *summoned to attend* for the purpose of transacting the following business. The public and press are invited to attend

1. **Welcome by the Chairman**
2. **Apologies for absence**
3. **Declarations of Interest**
4. **Requests for dispensations**
5. **Minutes** – to resolve that the minutes of the Kettleburgh Ordinary Parish Council Meeting on Thursday 8<sup>th</sup> December 2022 are a true and correct record, and sign the minutes
6. **Clerk's Report** - including actions taken since the last meeting for information
7. **Public Forum** - to include Police, District and County Councillors' Reports. Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the Committee meeting itself
8. **Kettleburgh Village Pound** - to hear an update and agree any actions necessary for future management
9. **Speed Awareness Initiative - Kettleburgh Parish Council Speed Awareness Project** – to review progress and agree any actions
10. **Forthcoming Coronation of His Majesty King Charles III** – to consider and agree any actions
11. **Finance** - to discuss and where necessary approve:  
**Current Year 2022-2023**
  - a) **Bank Reconciliation**
  - b) **Payments made and proposed** (ex-payment schedule)
  - c) **Receipts and Payments Forecast –Budget 2022-2023**
  - d) **Asset Register – Updated**
  - e) **Appoint Internal Auditor for Year End Audit 2022-2023**  
**Next Year 2023-2024**
  - f) **Business Plan (including plans for IT) 2022-23** – to agree next year's activities
  - g) **Budget 2023-2024** – to agree funding needed to support next year's activities
  - h) **Precept request for 2023-24** – to agree request to be submitted in light of the budget agreed
12. **Planning** - to hear updates and consider any action required:
  - a) **Development of 16 Houses in The Street Kettleburgh DC/21/0757/FUL.**
  - b) **Planning reference: DC/22/4673/FUL.** Proposal: Gable ended single storey extension to rear of property and bay window and porch canopy to front elevation. 11 Church Road, Kettleburgh, Woodbridge, Suffolk, IP13 7LE
13. **Parish Elections May 4<sup>th</sup> 2023** – to consider: an update from Clerk training; and new Voter Photo ID requirements, and agree any actions required
14. **Community Flood Management Plan** – to hear an update and agree any actions required
15. **Motion under the Public Bodies (admission to meetings) Act 1960** - to exclude the public and press from discussions regarding personnel where publicity might be prejudicial to the special nature of the business
16. **Next Meeting/s** – next Ordinary Meeting Thursday March 2023 at 19.30

*Sonia E Frost*

Clerk to Kettleburgh Parish Council Published 16<sup>th</sup> January 2023

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*Please be aware that filming and recording of the meeting may be taking place during the meeting*

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