



**Agenda for the Ordinary Meeting of Kettleburgh Parish Council
to be held at Kettleburgh Village Hall on Wednesday 26th July 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 18th May 2023 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 Council meeting itself
8. **Planning** - to hear updates and consider any action required:
 - a) **Development of 16 Houses in The Street Kettleburgh DC/21/0757/FUL**
 - b) **Nest Care Farm Kettleburgh** - Application currently withdrawn (checked 070723)
 - d) **East Suffolk Council Planning Forum for Town and Parish Councils' 7th July Clerk feedback**
9. **Finance** - to discuss and where necessary approve:
 - a) **Bank Reconciliation**
 - b) **Payments made and proposed**
 - c) **Receipts and Payments Forecast** –Summary Report
 - d) **Donation from Gun Club**
 - e) **Barclaycard Business Credit card** – Update on application
10. **Governance:** to discuss and where necessary approve:
 - a) **Draft Form of Acceptance of Electronic Summons**
 - b) **Internal Control Document (standard SALC version)**
 - c) **Website**
 - d) **Audio recording of meetings**
11. **Green Issues** - to discuss and where necessary agree any action:
 - a) **Deben water pollution study**
 - b) **Climate Forum**
 - c) **Hedgehog Highway Project**
12. **Councillor Training** – to discuss and agree dates
13. **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
14. **Next Meeting/s** – agreed dates: Ordinary Meetings Thursday 14th September and Thursday 12th October 2023 at 19.30

Sonia E Frost

Clerk to Kettleburgh Parish Council Published 20th July 2023

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

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