



Agenda for the Ordinary Meeting of Kettleburgh Parish Council to be held at Kettleburgh Village Hall on Wednesday 6th December 2023 at 19.30

Members of 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 Ordinary Parish Council Meeting 9th November 2023 are a true and correct record, and the Chairman to sign the minutes
6. **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 following Council meeting itself.*
7. **Clerk's Report** - including actions taken since the last meeting for information
8. **Planning** - to hear any updates and agree any action required:
 - a) Consultation: DC/23/3162/FUL Nest Care Farm
 - b) Consultation: DC/23/3265/FUL 3 Bungalows adj Chequers PH
 - c) Consultation: DC/21/0757/FUL 16 Dwellings in The Street
 - d) Consultation DC/23/2948/FUL- Conversion of disused Dutch Barn
 - e) ESC Supplementary Planning Consultations: Healthy Environments and Rural Development - agree arrangement for KPC response.
 - f) ESPA- Housing survey response
 - g) Draft Policy for Pre-application Planning Consultation
9. **Speed Awareness Survey** – To hear an update and agree any actions
Consider and approve Draft Report v0-2.
10. **Community Flood Management Plan** - Note and where necessary approve actions
 - a) Note any updates following Major Flooding Incident on 20/10/2023
 - b) Note findings of Resident Flood Survey – responses closed on 29th November 2023
11. **Governance** - to discuss and where necessary approve:
 - a) Business Plan- - to consider 2024-25 activities
 - b) Maintenance Plan for KPC Assets
 - c) Defibrillator: -update
12. **Finance** - to discuss and where necessary approve:
 - a) Bank Reconciliation
 - b) Payments for authorisation
 - c) Receipts and Payments Forecast – Summary Report
 - d) Budget 2024-25- initial considerations for budget setting in December
13. **Motion under the Public Bodies (admission to meetings) Act 1960** - to exclude the public and press from discussions where publicity might be prejudicial to the special nature of the business
14. **Next Meeting/s** – agreed dates: Ordinary Meetings: Thursday 18th January; 14th March 2024 at 19.30

Sonia Frost

Clerk and Responsible Officer to Kettleburgh Parish Council Published: 1st December 2023

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