

Ubbeston Parish Council.

You are duly summoned to attend the Annual meeting of Ubbeston Parish Council, due to be held on Tuesday 14th March 2024, immediately following the Annual Parish Meeting of the same evening which commences at 7pm in The Hub at Huntingfield.

Public Attendance.

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question to the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors', Footpath or Tree Warden reports.

Agenda

- 1 **Election of the Chair:** Invite nominations and elect a chair for the ensuing municipal year (2024/2025) and to receive the Declaration of Acceptance of Office by the Chair.
- 2 **Election of the Vice-Chair:** Invite nominations and elect a vice-chair for the ensuing municipal year.
- 3 **Appointment of the Clerk/RFO**
- 4 **Apologies for Absence:** To receive any apologies for absence.
- 5 **To receive Declarations of Interest**
- 6 **To consider requests for Dispensations.**
- 7 **To resolve that the minutes of the standard meeting of the council on 11th March 2024 are a true and correct record.**
- 8 **Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports.**
- 9 **Updates from previous meeting:
Defibrillator**
- 10 **Finance**
 - a. **To receive Finance report.**
 - i. **Bank Reconciliation Year 2023-2024**
 - ii. **Budget to Actual**
 - iii. **To agree the end of year account March 2024**
 - iv. **To consider the Internal Audit Report 2023/2024**
 - v. **To agree the Annual Governance Statement 2023/2024**
 - vi. **To agree exemption from External Audit**
 - vii. **To agree the Annual CIL Report 2023/2024**
 - b. **To authorise payments as listed below**

i. A Colbridge	Expenses	£TBC
ii. A Colbridge	Salary	£TBC
iii. SALC	Membership	£51.15
iv. SALC	Payroll Service	£22.80
 - c. **To note the receipt of £5412 from East Suffolk Council re the precept for 2024-2025**
 - d. **To approve dates of Notice of Public Rights**
- 11 **Planning Applications. To consider a response to planning applications received.**

12 To consider any correspondence.

- a. East Suffolk Council – Bulb Scheme 2024**
- b. SALC – Training opportunities**
- c. AEPA – East Suffolk Communities Energy Partnership**
- d. Heveningham Hall Country Fair Trust - Temporary Road closure**
- e. SALC – Pension requirements as an employer**

13 Items for consideration for inclusion on the next agenda.

14 To agree the date for the next meeting 8th July 2024, 7pm in the Hub at Huntingfield.

***Angela Colbridge* Angela Colbridge 06/05/2024 Clerk to Ubbeston Parish Council 07584 136402**