

FRECKENHAM PARISH COUNCIL

**Members of the Council are hereby summoned to attend
The Annual General Meeting of Freckenham Parish Council on
Tuesday 18th May 2021 at 7.30 pm at Freckenham Village Hall**

AGENDA

- 1. To elect a Chairman for the year 2021/2022**
- 2. Declaration of acceptance of office**
- 3. To elect a Vice-Chairman for the year 2021/2022**
- 4. Apologies for absence & approval of reasons tendered**
- 5. Declaration of interest in any items on the agenda**
- 6. Members of the public are invited to give their views on any item within the Agenda -**
These must be given to the Clerk or Chairman at least three days before the meeting
- 7. To receive reports from the County Councillor, District Councillor and to receive the Police Reports**
- 8. To confirm the minutes of the meeting held on 8th March 2021**
- 9. Matters arising from the Minutes not covered in the Agenda**
- 10. To appoint Council representatives for 2021/2022 (Prior year in brackets):**
 - 10.1. SALC (Cllr. Wheeler)
 - 10.2. Freckenham Shores Charity (Cllr. Cornell)
 - 10.3. Village Hall Committee (Cllr. King)
 - 10.4. Village Recorder (Mrs Marilyn Badger)
 - 10.5. Mildenhall Community Partnership (Cllr. Wheeler)
 - 10.6. West Suffolk Town & Parish Forum (Cllr. Wheeler)
 - 10.7. Village archivist. (Mrs Sandie Geddes)
- 11. To confirm Working Groups for 2021/2022 (Prior year in brackets):**
 - 11.1. Right of Way Improvement (Cllr Cornell)
 - 11.2. Standing Orders (Cllr. Wheeler & the Clerk)
 - 11.3. Risk Assessment (Cllr. Cornell & the Clerk)
 - 11.4. Emergency Planning (None)
 - 11.5. Community Speed Watch. (Cllr. Cornell)
 - 11.6. Recreation field. (Cllr. Cornell)
 - 11.7. Neighbourhood Plan (Cllrs. Wheeler & Douch)
- 12. Planning:**
 - 12.1 To consider any planning applications:
None

- 12.2 To note applications pending and determined:
DC/21/0471/OUT – outline application for one dwelling at Rectory Farm – *pending at 7.5.21*
DC/21/0533/FUL – application to convert barn into two dwelling and change of use of agricultural land to residential garden & associated external works – *pending at 7.5.21*
- 12.3 Update on Neighbourhood Planning Progress
- 12.4 Update on Sunnica Proposal

13. Annual Parish Meeting:

To confirm date of meeting of the Annual Parish Meeting as Tuesday 25th May.

14. Recreation Ground and other assets:

- 14.1 Playground/Recreation Ground Report
- 14.2 Update on grass cutting
- 14.3 Any other matters

15. Highways Inspection - Cllr Wheeler to report

16. SALC, to confirm the date of the next local area meeting as Tuesday 14th September

17. West Suffolk District Council Town & Parish Forum - the date of the next meeting to be confirmed

18. Financial Matters:

- 18.1 To confirm payment of invoices (none)
- 18.2 To consider any invoices received after the Agenda was issued - to be tabled on the night
- 18.3 Clerk to update on bank balances held
- 18.4. To receive and approve the Receipts & Payments Account for 2020/2021 (attached)
- 18.5. To consider & approve the responses to the 2020/21 Annual Governance Statement (Section 1 of the Annual Return)
- 18.6. To approve the Accounting Statements for 2020-21 (Section 2 of the Annual Return).
- 18.7. To appoint a Responsible Finance Officer for 2021-2022
- 18.8. To appoint a Councillor to oversee the internal financial control for 2021-2022

19. Working Groups Report:

- 19.1 Circular Walk
- 19.2 Emergency Plan
- 19.3 Defibrillator monthly check Report
- 19.4 Community Speedwatch
- 19.5. Risk Assessment – Confirmation that this is up to date – Clerk & the Chairman
- 19.6. Standing Orders – Confirmation that these are up to date – Clerk & the Chairman
- 19.7. Financial Standing Orders - Confirmation that these are up to date – Clerk & the Chairman

20. Correspondence Received:

To note any correspondence received.

21. Parish Council Vacancy update

22. Update on the re-printing of the book, Manor of Freckenham

23 **Urgent Business:**

Such business which, in the opinion of the Chairman, should be considered as a matter of urgency to be specified in the minutes.

24 **Future Meetings:**

To confirm the dates for of the meetings for 2021/22 as follows:

- 12th July 2021
- 13th September 2021
- 8th November 2021
- 10th January 2022
- 14th March 2022

Jadi Coe
Clerk to the Council
17 Bridewell Close
Mildenhall
Suffolk
IP28 7RB
Tel: 07759 263349

Members of the public & the press are cordially invited to attend the meeting.

Please note that due to current government guidelines spacing within the village hall will allow for a maximum of 24 people to be in the hall at any one time, therefore seats for members of the public will be limited.

If anyone wished to attend, please book a seat via the clerk Jadi Coe at freckenhamparishclerk@hotmail.com.

Walk-ins on the evening are welcome but please note members of the public who have booked will take priority.

If anyone has anything they would like to bring to the attention of the Parish Council in regards to any items on the agenda please contact the Clerk or Chairman.

If you cannot attend in person or the maximum attendees has been reached you can join the meeting via a live recording on Zoom, if you wish to do this please access Zoom from your computer, tablet or mobile and enter meeting id 898 7343 7704 and enter password 908658 alternatively for audio only you can joining via telephone by dialling 0330 088 5830.

Freckenham Parish Council
Receipts & Payments Summary 2020/21

31/03/2020	Description	31/03/2021
	<u>RECEIPTS</u>	
£12,500.00	Precept	£13,800.00
£8.20	Bank Interest	£5.57
£3,920.00	Grants	£1,000.00
£435.00	Parish Pump Advertising	£305.00
£6,348.00	Groundworks Neighbourhood Plan grant	£8,203.00
£1,077.83	VAT repayment	£992.04
£24,289.03	TOTAL RECEIPTS	£24,305.61
	<u>PAYMENTS</u>	
-£888.56	Parish Pump	-£899.55
-£418.81	Subscriptions	-£314.02
-£40.00	Audit Fees	-£40.00
-£255.30	Administration	-£38.00
-£3,750.00	Clerk's Salary	-£3,811.00
-£72.32	Clerk's Expenses	-£69.14
-£331.75	Councillor Expenses	-£161.60
-£1,245.19	Insurance	-£1,275.86
-£1,030.50	Capital Expenditure	£0.00
-£325.00	Section 137	-£325.00
-£1,823.48	Street Lighting	-£2,049.54
-£793.23	Maintenance	-£234.10
-£265.48	Open Spaces	-£265.76
-£24.50	Miscellaneous	-£11.10
£0.00	Lease of Land	-£5.00
-£26.00	Training	£0.00
-£1,330.09	Neighbourhood Plan (from Groundworks grant)	-£4,090.50
£0.00	Neighbourhood Plan (from SCC grant)	-£3,645.75
-£44.83	Sunnica expenses	-£60.00
£0.00	Allotment bore hole	-£1,400.00
-£5,131.50	Groundworks UK repayment of grant	-£4,112.50
-£992.04	VAT on Payments	-£1,583.57
-£18,788.58	TOTAL PAYMENTS	-£24,391.99

RECEIPTS & PAYMENTS SUMMARY

£1,430.95	Current Bank Balance as at 1 April	£656.87
£5,572.94	Deposit Bank Balance as at 1 April	£11,847.47
£7,003.89	sub-total	£12,504.34
£24,289.03	Total Receipts	£24,305.61
£31,292.92	sub-total	£36,809.95

-£18,788.58	Less Payments	£24,391.99
£12,504.34		total £12,417.96

**CUMULATIVE FUNDS REPRESENTED BY
(as at 31 Mar)**

£5,783.88	Current Account	£778.88
<u>£11,847.47</u>	Deposit Account	<u>£11,945.08</u>
<u>£17,631.35</u>	sub-total	<u>£12,723.96</u>
<u>£5,127.01</u>	Less unrepresented cheques incl in above	<u>£306.00</u>
<u>£12,504.34</u>		<u>£12,417.96</u>

The Accounts represent fairly the financial position of the Parish Council as at 31 Mar 2021
and reflect its receipts and payments during the year.

Signed.....

Date.....

Responsible Finance Officer

TO BE APPROVED AT ANNUAL PARISH COUNCIL MEETING - 18TH MAY 2021

Signed.....

Date.....

Chairman