

# Hessett Parish Council

Clerk: Maximilian Clay

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## To Members of Hessett Parish Council

You are duly summoned to attend the meeting of Hessett Parish Council to be held on

**Monday 23<sup>rd</sup> May 2022 at 7.30pm**

at Hessett & Beyton Village Hall, The Street, Hessett.



Maximilian Clay - Clerk  
17<sup>th</sup> May 2022

*Approx  
Timings*

## AGENDA

- 7.30 **1. Election of Chair**  
To elect a Chair for the coming year (2022/23).
- 2. Election of Vice Chair**  
To elect a Chair for the coming year (2022/23).
- 3. Signature of Acceptance of Office Forms**  
The newly elected Chair and Vice-Chair to sign Declarations.
- 4. Apologies**  
To receive apologies and to approve reasons for absence.
- 5. Declarations of Interest**
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - To declare any Other Disclosable Interests in items on the agenda, and their nature.
- 7.40 **6. Minutes**  
To agree the minutes of the Meeting of the Parish Council held on 14<sup>th</sup> March 2022 and to authorise the Chair to sign them as a true record.
- 7. County & Borough Councillor Reports**  
To receive a written report from County and District Cllr Otton.
- by 7.50 **8. Public Forum**  
Residents are invited to give their views and question the parish council about issues on this agenda or to raise issues for future consideration. The time allocated will not normally exceed 15 minutes and is at the discretion of the Chair.
- by 8.05 **9. Insurance for 2022/23**  
To consider and approve Insurance arrangements for the coming year.
- 10. Grant Request - Hessett Millenium Committee**  
To consider the decision in principle (Minute N<sup>o</sup> 2021/22 86) to make a grant of £850 towards the cost of an event planned for 13<sup>th</sup> August 2022 (previously July), subject to an updated and acceptable application.
- 11. Permission to use the Village Green**  
To consider an application for use of the Village Green for an event planned for 13<sup>th</sup> August 2022 (previously July).

- by 8.20* **12. Clerk's Report & Administrative Business**
- a. To be advised of decisions taken under delegated powers since the last meeting.
  - b. To be advised of any relevant correspondence and to receive a report on any significant matters not otherwise on the agenda and not already drawn to the attention of councillors, and to report progress on actions arising from previous meetings.

- by 8.30* **13. Queens Platinum Jubilee Picnic**  
To receive a report from the working group and determine any action.

- by 8.40* **14. Planning**
- a. To consider responses to any planning application consultations that come to hand prior to the meeting (none in hand at present).
  - b. To receive update reports on planning applications considered previously:
  - c. To consider a proposal to cease responding to planning consultations (following preliminary discussion at the previous meeting).

- By 8.55* **15. Five Bells Inn**  
To receive any updates.

**16. Finance & Governance**

- a. To review and approve the Financial Regulations (no changes);
- b. To review and approve revised Standing Orders;
- c. To review and approve the Financial Risk/ Risk Management assessment;
- d. To approve the 2021/22 Accounts, including the end of year Bank Reconciliation and the Asset Register;
- e. To receive and consider the Internal Auditor's Report;
- f. To consider and approve the Governance Statement at Part 2 Section 1 of the Annual Return and authorise the Chair to sign it on behalf of the Council;
- g. To consider the information provided at Part 2 Section 2 of the Annual Return and to authorise the Chair to countersign it on behalf of the Council;
- h. To consider the grounds for exemption from external audit (Limited Assurance Review) and authorise the Responsible Financial Officer and the Chair to sign the Certificate of Exemption;
- i. To re-appoint Mrs Christine Fitzgerald as internal auditor for 2022/23
- j. To approve dates for meetings for the 2022/23 session and the 2023 Annual Meeting.
- by 9.10* k. To receive the schedule of receipts and payments and to approve the schedule of payments.

**17. Appointment of Council Representatives to Village Bodies**

- a. To appoint a representative to the Hessett Charities;
- b. To appoint a representative to the Village Hall Committee.

**18. Clothing Recycling Bank**

- by 9.15* To consider whether the possibility of a housing a clothing recycling bank and, if so, to determine where.

**19. Councillors' reports and items for future agendas**

- By 9.20* Councillors may use this opportunity to report on meetings attended, to agree the attendance of councillors (to represent the Council) at any forthcoming meetings, to report (only) matters of information not included elsewhere on the agenda or raise items for future agendas (only), no included elsewhere on the agenda.

**Reserved Business**

**20. Staff Matters**

**Copy to:** *County and District Councillor Otton*