**Hessett Parish Council**

**Clerk: Michelle Fisher**

 **4 Kings Close Rougham Bury St Edmunds IP30 9GX**

 **Telephone: 0772 025 6360 Email: hessetpc@gmail.com**

**To Members of Hessett Parish Council**

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

**Tuesday 26th March 2024 at 7.30pm**

at Hessett & Beyton Village Hall, The Street, Hessett

Michelle Fisher - Clerk

21ST March 2024

**AGENDA**

1. **Apologies**
	1. Councillors to receive any apologies for absence.
	2. Councillors to vote on acceptance to apologies for absence.
2. **Declarations of Interest**
	1. To note any additions/deletions to members Register of Interests.
	2. To receive any Councillors Interests in subsequent agenda items in accordance with the Council’s Code of Conduct.
3. **Dispensation**
	1. Councillors to receive any requests for dispensation(s)
	2. Councillors to decide whether to grant dispensation(s)
4. **Minutes**

Councillors to agree the minutes of the Meeting of the Parish Council held on 7th February 2024 and to authorise the Chair to sign them as a true record.

1. **County & Borough Councillor Reports**
2. To receive a written report from County Cllr Otton;
3. To receive a written report from District Cllr Willshere;
4. **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.

1. **Planning**
2. To consider responses to planning application consultations:

**DC/24/00797** – 5 Muriel King Close, Hessett, Bury St Edmunds, Suffolk, IP30 9AP

Proposal: Erection of front porch extension (follow removal of existing).

**DC/24/01051** – Church Cottage, The Street, Hessett, Bury St Edmunds, IP30 9

Proposal: Discharge of Conditions of Application DC/23/04716

1. To receive any update reports on planning applications considered previously:

**DC/24/00281** – White Cottage, Heath Road, Hessett, Bury St Edmunds, IP30 9BJ

**DC/24/00283**– White Cottage, Heath Road, Hessett, Bury St Edmunds, IP30 9BJ

**DC/24/00218** – Hedge row removal notice for Woolpit Project, Anglian Water

1. **Clerk’s Report & Administrative Business**
2. To be advised of decisions taken under delegated powers since the last meeting.
3. 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.
4. **Finance & Governance**

Finance:

a. Councillors to receive the finance reports for the period 1 ending 28th February 2024 including:

I. Bank reconciliations

II. Budget to actual payments and receipts

III. Reserves

IV. Assets.

b. Councillors to note receipts since the last meeting.

c. Councillors to approve payments to be made by internet banking, unless otherwise stated, and ratify any payments made since the last meeting.

d. Councillors to consider quotations to carry out grass maintenance around the Parish for the forthcoming season and appoint a contractor.

Governance:

a. Councillors to agree re-adoption of Standing Orders with a view to review.

b. Councillors to readopt Model Financial Regulation

c. Councillors to accept the Statement of Internal Control and receive a review of the Internal Controls.

c. Councillors to receive a review of the Internal Controls

d. Councillors to receive a review of the risk assessments and agree any action as a result.

e. Councillors to receive a review of it’s policies and procedures.

1. **Speeding**

Councillors to receive an update on the application for a VASIGN post.

1. **Telephone Kiosk**

Councillors to receive an update report from Cllr Margaret Shaw and Clerk Michelle Fisher

 on the progree of the Telephone Kiosk, and to determine any further action.

1. **Community Compost Site**

Councillors to receive an update on the proposed Community compost site and application for Locality Budget Award.

1. **The Heath**

Councillors to receive an update on any further developments on the Heath and Ragwort.

1. **Playground**

Councillors to receive an update following the Annual Inspection Report of the Playground.

1. **Flooding**

Councillors to receive an update on the Flooding in Hessett and discuss any possible further measures or actions required.

1. **Councillors’ reports and items for future agendas**

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), not included elsewhere on the agenda.

1. **To note the date of the next scheduled meeting is 21st May 2024.**
2. **Chairman to close the meeting**

 ***Copy to:*** County Cllr Otton & District Cllr Willshere