

Sibton Parish Council

Members are summoned to the Annual Parish Council Meeting which will be held virtually via Zoom on Wednesday, May 5th 2021 immediately after the Annual Parish Meeting held at 7-30pm. Please use the code below.

Members of the public who would like to attend – please use the code below.

<https://us02web.zoom.us/j/82383466079?pwd=cU1tRi9SdHY5QmJRQmxZZIA3R3lrUT09>

Meeting ID: 823 8346 6079

Passcode: 427362

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 13) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:

Signature: Paul Widdowson

Paul Widdowson, Clerk to the Council, 69 Dukes Drive, Halesworth IP19 8DR:
Tel: 01986 872114 Email: sibtonparishclerk@gmail.com

Agenda

- 1) **To elect a Chair for 2021 – 2022 and receive the Chair’s Declaration of Acceptance of Office:**
- 2) **To elect a Vice-Chair for 2021 - 2022:**
- 3) **To appoint a Responsible Finance and Proper Officer for 2021 - 2022:**
- 4) **To elect Council Appointments for 2021 – 2022 not elected above:**
 - a) **Independent Internal Auditor:**
 - c) **Playing Field:**
 - d) **Village Hall:**
 - e) **Suffolk Association of Local Councils:**
- 5) **Review of Standing Orders:** To consider any changes needed:
- 6) **Review of Financial Standing Orders:** To consider any changes needed:
- 7) **Adoption of Code of Conduct:** To agree the Code of Conduct:
- 8) **Apologies:** To receive any apologies for absence.

- 9) **To receive Declarations of Interest and confirm all Members have reviewed their Declaration of Interest Forms:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting:
- 10) **Requests for dispensations:** Consideration of any requests for dispensation.
- 11) **To receive a report** from the County and District Councillors:
- 12) **Public Session:** Members of the public have fifteen minutes to ask questions on topics on the agenda.
- 13) **To confirm the Minutes** of the Parish Council Meeting held on Monday, March 22nd 2021 and the Extra-Ordinary Parish Meeting on Tuesday, April 27th 2021:
- 14) **Highways and Speeding:** Councillors to discuss speeding equipment.
- 15) **Broadband:** Councillors to discuss the availability of Broadband.
- 16) **Snowplough:** Councillors to discuss snowploughs.
- 17) **Borderbus Route 522:** Councillors to discuss the damage to the road edges:
- 18) **Footpath in Pouy Street:** Councillors to discuss the movement into the river.
- 1) **Planning Matters:** To agree and discuss the following planning applications.
 - 2) **Clerk's Report and Correspondence:** The Clerk to update the council on correspondence received and the administration of the council.
 - 3) **Financial Report:**
 - a) **Balances at the Bank on April 12th 2021:** To receive an update on the current financial status.
 - b) **Cheques for payment and Receipts:** To review receipts and approve payments.
 - 4) **Accounts Year ending March 31st 2021:** Review of the Accounts for Internal Audit and any questions:
 - a) **To approve Section 1 of the Annual Return and sign declaration:**
 - b) **To approve Section 2 of the Annual Return and sign declaration:**
 - c) **To agree the accounts for the year ending 31st March 2021:**
 - d) **Acceptance of financial report and year end accounts:**
 - e) **To agree to a 'Limited Assurance Review' or to complete a 'Certificate of Exemption'.**

- 5) **To decide the date and receive agenda items** for the next Parish Council Meeting: