

The next meeting of Stradishall Parish Council will take place on Monday 7th February 2022 at 7pm in Café 33.

Members of the public are welcome. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

For the safety and protection of members of the public and councillors, social distancing measures will remain in place, and we ask you to adhere to the following guidelines:

- Please sit two metres apart from anyone outside your household.
- Please wear a face covering.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Monday 1st November 2021.
4. Public session (15 minutes).
5. County Councillor's Report.
6. District Councillor's report.
7. Police issues.
8. To receive an update on the list of actions agreed at the last meeting.
9. To discuss the following financial issues:
 - a) Approval of payments and signing of schedule of payments.
 - b) Approval of payments authorised between meetings.
 - c) Approval of the record of receipts and payments made since the last meeting.
 - d) Bank balances and confirmation of bank reconciliation as of 31st January 2022.
 - e) Signatory to complete the checklist of Internal Controls.
 - f) Approval of regular payments for 2022/23.
 - g) Change of terms and conditions for HSBC.
 - (i) To approve the Internal Control Statement for the year ended 31st March 2022.
 - (j) To appoint a councillor (a non-signatory) to carry out internal control checks and complete the Internal Control Report.
 - (k) To review the effectiveness of the internal audit.
 - (l) To review any contracts.
 - (m) To discuss the quote for verge cutting.
10. To discuss any planning issues
 - a) DC/21/2418/FUL – Highpoint Prison South - Construction of 3 x 4 storey houseblocks, new pharmacy, property store, healthcare, education/ vocational training, kitchen, commercial workshop and laundry buildings, 3 x MUGA1s and running track, extension to gatehouse and gym within the secure perimeter fence, together with additional car parking, a new off-site property store, landscaping and external lighting.
11. To discuss any highways/Rights of Way issues/tree/transport issues.
 - a) Results of the speed surveys in The Street and Edmunds Hill.
 - b) Email from Wickhambrook Parish Council about speed improvement measures on the A143.
 - c) To confirm the location using What 3 Words of the location of the proposed speed survey on the A143.
12. To approve the following GDPR information:
 - a) Assessment of personal data held by Stradishall Parish Council.
 - b) Document Retention and Disposal Policy.
 - c) Personal Data Breach Policy.
13. To approve the following revised policy documents:
 - a) Procedure for dealing with correspondence.
 - b) Co-option Policy.
 - c) Complaints Procedure.
14. To discuss the following playing field issues:
 - a) Latest play inspection report.

15. To discuss any village issues:
 - a) Email from Stradishall PCC asking for the Parish Council's support for their project to repair the church.
 - b) Queen's Platinum Jubilee
 - Organising a village event
 - Queen's Green Canopy project
 - c) Date for a village tidy up.
 - d) Quote for planters.
16. To discuss any correspondence
 - a) Email from West Suffolk Council about the next Community Governance Review and asking parishes if there are any anomalies they would like to correct.
 - b) SALC e-bulletin suggesting that parish councils follow up with their MP about the possibility of holding remote meetings.
 - c) Letter from West Suffolk Council about future parish forums.
17. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information
 - a) To discuss staffing matters.
18. Any other business for noting or including on the agenda of the meeting on Monday 7th March 2022.