

ANNUAL MEETING OF STOKE BY NAYLAND PARISH COUNCIL

Tuesday 3 May 2023, 7.30pm, Village Hall; Members of the public are welcome to attend

AGENDA

- 22.5.1 TO ELECT THE CHAIRMAN AND VICE-CHAIRMAN**
- 22.5.2 TO RECEIVE APOLOGIES FOR ABSENCE**
- 22.5.3 TO RECEIVE DECLARATIONS OF INTEREST IN ANY AGENDA ITEM**
- 22.5.4 PUBLIC FORUM**

The public are invited to give views and question the council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman.
- 22.5.5 TO ELECT COMMITTEE MEMBERS; REVIEW TERMS OF REFERENCE; NOMINATE REPRESENTATIVES TO OUTSIDE ORGANISATIONS; REVIEW COUNCILLOR RESPONSIBILITIES**
 - 22.5.5.1 Planning and Environment Committee Chairman/Vice-chairman/members
 - 22.5.5.2 To Consider Planning and Environment Committee Terms of Reference
 - 22.5.5.3 Representatives to: Recreation Ground Committee; SALC; Village Hall Committee; LAWC; BAPTC
 - 22.5.5.4 Responsibility for transport, grass cutting, assets, liaison with PCC and primary school
- 22.5.6 MINUTES**
 - 22.5.6.1 To approve the minutes of the meetings held on 1 March 2022
 - 22.5.6.2 To review actions from the 1 March 2022 minutes not covered by other agenda items
- 22.5.7 TO RECEIVE REPORTS/MAKE REQUESTS OF SCC & BDC C'NCILLORS**
 - 22.5.7.1 Babergh District Council
 - 22.5.7.2 Suffolk County Council
 - 22.5.7.2.1 Traffic and highways issues (VK/SF/MN/AS/JF)
 - a. Traffic calming (VK/SF/AS)
 - b. Village Gateway Signs (MN)
 - c. Sudbury Road pavement condition (VK)
 - d. Highways and traffic reports arising since the issue of this agenda
- 22.5.8 FINANCIAL MATTERS**
 - 22.5.8.1 To review internal auditor's reports
 - 22.5.8.2 To review and approve annual accounts for 2021-22
 - 22.5.8.3 To review and approve external audit certificate of exemption
 - 22.5.8.4 To review and approve Annual Governance Statement in the annual return
 - 22.5.8.5 To review and approve accounting statements in the annual return
 - 22.5.8.6 To receive RFO's report
 - 22.5.8.7 To approve orders requested for payment
 - 22.5.8.8 Further financial matters arising
- 22.5.9 REVIEW OF POLICIES, REGULATIONS AND INTERESTS**
 - 22.5.9.1 Standing Orders and Financial Regulations (JD/VK)
 - 22.5.9.2 [Roadside Advertising Policy](#) (MN); [GDPR](#) (JD/FG); Volunteer Policy (JD/MN)
 - 22.5.9.3 Review of assets/adequacy of insurance (JD)
 - 22.5.9.4 Confirmation that members' register of interests is up to date (All)
- 22.5.10 NEIGHBOURHOOD PLAN**
 - 22.5.10.1 To receive an update on Neighbourhood Plan progress (SB/AS)
- 22.5.11 TO RECEIVE COUNCILLORS' AND CLERK'S REPORTS**
 - 22.5.11.1 To report on the Clerk's review (SB)
 - 22.5.11.2 Report from planning committee (MN)
 - 22.5.11.3 Downs tree work requirements (AS)
 - 22.5.11.4 Recreation Ground (RE/SB)
 - 22.5.11.5 The Angel (MN)
 - 22.5.11.6 Website (FG)

- 22.5.11.7 Torch Relay (JD)
22.5.11.8 To receive reports arising since the issue of this agenda.
22.5.12 CLERK AND CHAIRMAN'S CORRESPONDENCE
22.5.13 TO AGREE ITEMS FOR REPORT IN COMMUNITY NEWSLETTER
22.5.14 OUTSTANDING ISSUES/FUTURE AGENDA ITEMS
22.5.15 TO CONFIRM DATE OF NEXT MEETING
Tuesday 5 July 2022 at 7.30pm at the Village Hall

James Dark, Clerk to the Council, Alde House, Polstead Street, Stoke by Nayland, CO6 4SA 01206 621856 stokepc@hotmail.co.uk

