



The Parish Councillors of WEST ROW PARISH COUNCIL are summoned to attend the Parish Council Meeting on Wednesday 17TH May 2023 commencing at 7.00pm in the Church Hall on Church Lane

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

A G E N D A

WELCOME

- 1. Nomination for and Election of Chair inc. signing of the Declaration of Acceptance of Office for the position.**
- 2. Nomination for and Election of Vice-Chair inc. signing of the Declaration of Office for the position.**
- 3. Apologies for acceptance and absence.**
- 4. Council to note that, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed as the Council's Responsible Financial Officer for the Council as part of her contract of employment.**
- 5. To receive member's declaration of interest and dispensations relating to items in this agenda.** In accordance with Section 31 of the Localism Act 2011, members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interest in **any items(s) on the agenda.**
- 6. Public Participation (10 minutes in total)**
 - (a) Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
 - (b) To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
 - (c) At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.



7. Approval of Minutes

- (a) To approve the minutes of the meeting on the 15th March 2023 (**Paper A**)

8. External Reports

- (a) D/Cllr Colin Noble – Suffolk County Council
- (b) D/Cllr Don Waldron – West Suffolk Council
- (c) D/Cllr Mick Bradshaw – West Suffolk Council
- (d) Sqn Ldr Andy Bell – RAF Mildenhall

9. Planning

- (a) Planning application – variation of condition 1 of DC/22/0749/VAR – Land East of Beeches Road, Beeches Road, West Row (**Paper B**).

10. Matters Relating to Governance

- (a) Review of Standing Orders (last readopted June 2022) (**Paper C**).
- (b) Review of Financial Regulations (last readopted June 2022) (**Paper D**).

11. Financial Matters

- (a) To receive and note the Annual Internal Audit Report (**Paper E**).
- (b) To consider, approve and sign the Effectiveness of Internal Audit (**Paper F**).
- (c) To consider, approve and sign the Annual Financial Risk Assessment (**Paper G**).
- (d) To consider, approve and sign the Annual Governance Statement (Section 1) 2022/23 (**Paper H**).
- (e) To consider, approve and sign the Accounting Statements (Section 2) 2022/23 (**Paper I**).
- (f) To note that the RFO (Clerk) has set the period for the Public Rights of Unaudited Annual Governance and Accountability Return.
- (g) Approval of Accounts – Payments – 1st to 31st May 2023 (**Paper J**).
- (h) Approval of April 2023 Bank Reconciliation (**Paper K**).
- (i) Approval of April 2023 Deposit Account (**Paper L**).

12. Matters Relating to Street Furniture/Amenity Provision

- (a) Update on Footpaths/Bridleway Projects
- (b) Report on Speed Indicator Device Findings
- (c) Update on Footpath 30 (eroded riverbank) along river at bottom of The Gravel
- (d) Update on Footpath for Cricks Road into Church Road
- (e) SCC Development
- (f) Update on Storage Facilities - Defer
- (g) Blue Plaques – Defer until 2024
- (h) Shop Drove Footpath – Defer



- (i) Building site at the entrance to Pott Hall Road – Defer
- (j) Spare Bench – Along the riverbank by Park Farm
- (k) Safety Mirror – Junction of Eldo Road/Ferry Lane/Bargate Road
- (l) New Cemetery – Quotes regarding planning application
- (m) Verges on Cycle Path

13. Other Working Party Updates/Reports

- (a) Update on the Echo/Parish Magazine
- (b) Update on Neighbourhood Plan
- (c) Warm Places Update – Expenses Update (**Paper M**)
- (d) 100 Club Update

14. Allotment Matters

15. Events

- (a) Coronation
- (b) 80th Anniversary End of WWII
- (c) Annual Parish Meeting Wednesday 31st May 2023 in the Church Hall at 7:00pm.

16. Chair and Councillors' Reports/Suggestions (on the night)

17. Correspondence and Exchange of Additional Information (at the discretion of the Chair)

18. Date of next meeting

To confirm the date of the next meeting, scheduled for Wednesday 14th June 2023.

S Vale

Sharon Vale
Clerk to the Council

12th May 2023