



**Agenda for the Ordinary Meeting of Kettleburgh Parish Council
to be held at Kettleburgh Village Hall on Thursday 14th March 2024 at 19.00**

Members of the Kettleburgh Parish Council are *summoned to attend* for the purpose of transacting the following business. The public and press are invited to attend.

1. **Welcome by the Chairman**
2. **Apologies for absence**
3. **Declarations of interest and requests for dispensations**
4. **Co-option of a new councillor to a casual vacancy** – to consider a candidate and if eligible co-opt them to the council
5. **Minutes** – to resolve that the minutes of the Ordinary Meeting on 18th and Extraordinary Meeting on 22nd January 2024 are true and correct records, and sign the minutes
7. **Clerk's report** – including actions taken since the last meeting for information
8. **Public Forum** – to include Police, District and County Councillors' Reports. Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the meeting itself
9. **Community Flood Management Plan** – to hear an update including outcome of ESC councillor's letter to stakeholders following Storm Babet and agree any actions required
10. **Planning** – to:
 - a) consider feedback from Clerk and Councillor PG from the ESPA Conference; and
 - b) agree a response to application reference DC/24/0677/FUL: new access road and formalisation of existing farm access entrance off Kettleburgh Road - barn at Rookery Farm, Framlingham Road, Kettleburgh, Suffolk
11. **Finance** - to discuss and where necessary approve for current year 2023-2024:
 - a) Bank Reconciliation
 - b) Payments made and for authorisation
 - c) Receipts and Payments Forecast – Budget 2023-2024
 - d) Barclaycard Application
 - e) Signatories to Barclays Accounts
12. **Governance** – to consider draft Business Plan-2024-26 including Asset Maintenance Plan
13. **Defibrillator** - to hear about and if appropriate approve a proposal for a CPR training seminar by Community Heartbeat Trust to be held jointly with Letheringham Parish Council
14. **Forthcoming D-Day-80 Celebration** - to hear updates and agree actions and budget
15. **The Pound** – to hear any updates and agree any actions required
16. **Speed Awareness Initiative** – to review progress and agree any actions
17. **Motion under the Public Bodies (admission to meetings) Act 1960** - to exclude public and press from discussions where publicity might be prejudicial to the special nature of the business
18. **Next Meeting/s** – next Ordinary Thursday 11th April 2024 at 19.00. Agree format and change of date for the Annual Parish Meeting

Sonia Frost

Clerk to Kettleburgh Parish Council Published 10th March 2024

Please be aware that filming and recording may be taking place during the meeting

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