

BURSTALL PARISH COUNCIL MEETING

Wednesday, 13th September 2023

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on **Wednesday, 13th September 2023**, scheduled for 7.30pm, when the following business will be transacted.

Mrs S Frankis

Mrs S Frankis, Clerk to the Parish of Burstall, RFO & Proper Officer

AGENDA

- 1 **APOLOGIES:** to **RECEIVE and APPROVE** apologies for absence
- 2 **DISPENSATIONS:** to **RECEIVE** any Declarations of Interest or to **APPROVE** such dispensation requests
- 3 **VICE-CHAIR:** to **ELECT** a Vice-Chair to the Parish Council
- 4 **PARISH COUNCILLOR VACANCIES:** to **DECLARE** two Parish Councillor vacancies

Public Forum:

- 5 **COMMENTS:** to **CONSIDER** comments from residents of the Parish on current agenda items
- 6 **REPORTS:** to **RECEIVE** the reports from the County and District Cllrs
- 7 **MINUTES:** to **RECEIVE and CONFIRM** the minutes of the Annual Parish Council meeting held 13th July 2023
- 8 **MATTERS ARISING:** to **CONSIDER** matters arising from the minutes of the Annual Parish Council meeting held 13th July 2023
- 9 **PLANNING:** to **CONSIDER** planning matters, and to **AGREE** any actions
- 10 **FINANCE:**
 - i) to **APPROVE** the following payments:

P27. ICO (LGA 1972, s139)	£35.00
P28. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P29. Richard Buxton solicitors (LGA 1972, s139)	£936.00
P30. Nosegay (LGA 1972, s139)	£420.00
P31. Mrs S Frankis, May Salary (LGA 1972, ss101,111,112)	£274.24
P32. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00

P33. Mrs S Frankis / HP Ink (LGA 1972, s139)	£2.99
P34. Mrs S Frankis / 2024 diary	£8.85
P35. Babergh District Council / 2023 election	£133.08
P36. Mrs S Frankis / August Salary (LGA 1972, ss101,111,112)	£198.68
P37. Mrs S Frankis / Broadband (LGA 1972, s139)	£15.00
P38. Nosegay (LGA 1972, s139)	£600.00

- ii) to **AGREE** the July and August 2023 Budget and Precept Reports
 - iii) to **AGREE** to vire £135.00 from 2023/24 precept budget heading 'General Reserve' to 2023/24 precept budget heading 'Clerk's Broadband', to vire £91.90 from 2023/24 precept budget heading 'Training' to 2023/24 precept budget heading 'Zoom Subs.' And to vire £10.00 from 2023/24 precept budget heading 'Training' to 2023/24 precept budget heading 'Audit'.
 - iv) to **AGREE** additional bank signatories
 - v) to **AGREE** to set up a Lloyds Bank monthly direct debit of £15 to pay the Clerk's broadband expenses
- 11 **INFORMATION BOX:** to **AGREE** refurbishment of the Information Box
- 12 **OVERGROWN VERGES:** to **AGREE** action to deal with the overgrown verges and hedges within the Parish
- 13 **NEXT MEETING:** to **CONFIRM** the date and time of the next Parish Council meeting, 8th November 2023
- 14 **MATTERS RAISED BY MEMBERS:** to **CONSIDER** matters raised by members, including agenda items for the next meeting

Sue Frankis, Clerk to the Parish of Burstall
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