

BURSTALL PARISH COUNCIL MEETING

Monday, 9 November 2020, 7.30pm

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on Monday, **9 November 2020**, scheduled for 7.30pm, when the following business will be transacted.

The meeting will be held remotely in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

As a member of the public, if you would like to attend the meeting, please contact the Clerk by 12pm on Monday 9 November 2020 for meeting log-in details.

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 **COMMENTS:** to CONSIDER comments from residents of the Parish on current agenda items
- 4 **REPORTS:** to RECEIVE the reports from the County and District Cllrs
- 5 **MINUTES:** to RECEIVE and CONFIRM the minutes of the Parish Council meeting held 14 September 2020
- 6 **MATTERS ARISING:** to CONSIDER matters arising from the minutes of the Parish Council meeting held 14 September 2020
- 7 **PLANNING:** to CONSIDER planning application DC/20/04125; Request for formal EIA Scoping Opinion; Proposed solar farm and battery storage facility; Land south of Church Farm, Somersham and east of The Channel; and to NOTE any planning decisions, including any received after publication of this notice
- 8 **FINANCE:**
 - i) to APPROVE the following payments:

Salaries (Sept. & Oct. 2020)	(LGA1972, S139)	£545.56
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HMRC PAYE (Sept. & Octo. 2020) (LGA 1972, S139) £84.80

- ii) to AGREE the September and October 2020 Budget and Precept Reports
- iii) to AGREE VAT reclaim of £101.06
- iv) to AGREE to vire £1.71 from budget heading 'Room Hire' and £13.29 from budget heading 'Insurance' to budget heading 'Audit Fees' (to cover £15 budget shortfall)
- v) to AGREE to vire £50 from budget heading 'Chair Allowance' and £10 from budget heading 'Training' to budget heading 'Web Fees' (to cover £60 budget shortfall)
- vi) to AGREE to transfer £495.74 from the General Reserve to the General Fund (to cover expenditure on equipment, software and election costs)

9 **BUDGET AND PRECEPT:** to CONSIDER and AGREE the 2021/22 budget and precept

10 **GRANT APPLICATION:** to CONSIDER and AGREE a grant application received from Burstall PCC for £350 for grass cutting

11 **CPRE MEMBERSHIP:** to AGREE CPRE annual membership

12 **PARISH PLAN**

13 **THE LOCAL GOVERNMENT DIVISION BOUNDARY CONSULTATION (FOR SUFFOLK COUNTY COUNCIL)**

14 **POLICIES & PROCEDURES:** to adopt

- i) Reserves Policy
- ii) Risk Management Strategy
- iii) Equality and Diversity Policy
- iv) Electronic Communication and Social Media Policy
- v) Gifts and Hospitality Policy
- vi) Filming, Videoing, Photography and Audio Recording at Parish Council or Committee Meetings Policy
- vii) Remote Meeting Protocol
- viii) Dispensation Policy
- ix) Media Policy
- x) Investment Strategy
- xi) Community Engagement Strategy

15 **NEXT MEETING:** to AGREE the date and time of the next Parish Council meeting: 11 January 2021

16 **MATTERS RAISED BY MEMBERS:** to CONSIDER matters raised by members