

BURSTALL PARISH COUNCIL MEETING

Monday, 14 March 2022, 7.30pm

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on **Monday, 14 March 2022**, scheduled for 7.30pm, at Burstall Memorial Hall, 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 **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 on 10 January 2022
- 6 **MATTERS ARISING:** to CONSIDER matters arising from the minutes of the Parish Council meeting held on 10 January 2022, including Suffolk County Council Highways response to proposed road traffic improvements and issues with damaged verges
- 7 **PLANNING:**
 - i) **BRAMFORD TO TWINSTEAD CONSULTATION:** to AGREE Parish Council response
 - ii) **DC/20/05895 Re-consultation:** to AGREE Parish Council response
 - iii) **DC/21/00060 Re-consultation:** to AGREE Parish Council response
- 8 **FINANCE:**
 - i) to APPROVE the following payments:

Salaries (January and February 2022) (LGA1972, ss101,111,112)	£336.60
Coddenham Parish Council / Norton (LGA 1972, s139)	£35.41
Coddenham Parish Council / Zoom (LGA 1972, s139)	£31.05
 - ii) to AGREE January and February 2022 Budget and Precept Reports
 - iii) to AGREE VAT reclaim £470.65

- 9 **ANNUAL NEWSLETTER**
- 10 **RISK ASSESSMENT AND MANAGEMENT (FINANCIAL):** to ADOPT the Risk Assessment and Management (Financial) 1 April 2021 to 31 March 2022
- 11 **RISK MANAGEMENT STRATEGY:** To AGREE the Risk Management Strategy 2022
- 12 **RISK MANAGEMENT REGISTER:** To AGREE the Risk Management Register 2022
- 13 **INTERNAL CONTROL STATEMENT AND REPORT:** To RECEIVE and AGREE the Internal Control Statement and Report 2022
- 14 **ASSET REGISTER:** to AGREE the Asset Register 2022
- 15 **INTERNAL AUDITOR:** to AGREE to continuing appointment of Heelis & Lodge
- 16 **SPROUGHTON BURIAL GROUND COMMITTEE:** to RECEIVE update on request for meeting
- 17 **NEXT MEETING:** the AGREE the date and time of the next Annual Parish Council meeting, 9 May 2022
- 18 **MATTERS RAISED BY MEMBERS:** to CONSIDER matters raised by members

Sue Frankis, Clerk to the Parish of Burstall

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<https://www.burstall.suffolk.cloud>