

**The PRESS and PUBLIC are INVITED TO ATTEND THE BATTISFORD PARISH COUNCIL ANNUAL MEETING to be held on 21<sup>st</sup> JULY 2020 at 7.30 pm**

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**AGENDA**

This meeting is held by virtue of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

*These Regulations came into force 4th April 2020*

UK Statutory Instruments 2020 No. 392 PART 2 Regulation 5 (as emailed to all councillors on 6<sup>th</sup> April 2020)

**The meeting will be held via the Zoom platform, joining invitations will be published on the Battsford Parish Council website <http://www.battsfordpc.org.uk> or please contact the clerk [clerk@battsfordpc.org.uk](mailto:clerk@battsfordpc.org.uk)**

1. **Election of Chair** and to agree that delegated authority be given to sign the Declaration of Acceptance of Office for the position of Chair outside of the meeting
2. **Election of Vice Chair** and to agree that delegated authority be given to sign the Declaration of Acceptance of Office for the position of Chair outside of the meeting
3. **Apologies**
  - a) Council to receive apologies for absence
  - b) Council to consent to accept apologies received
4. **Declarations of pecuniary and local non-pecuniary interests**
  - a) To confirm that previous declarations of pecuniary, local non-pecuniary interest(s) and personal interests remain unchanged
  - b) To receive requests for dispensations
5. **To approve the minutes of the Annual Meeting of Battsford Parish Council held on 14<sup>th</sup> MAY 2019 (Paper One)**
6. **Statutory Business:**
  - a) **General Power of Competence:** To confirm that the Council has adopted the General Power of Competence (June 2020)
  - b) **Responsible Financial Officer:** To confirm the continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer
  - c) **Appointments on Outside Bodies:** To confirm the appointment of Parish Councillors as representatives on any Outside Bodies/ Committees/ Groups/ Charitable Trusts
  - d) **Reviews of policies, practices and procedures:** To confirm that policies, practices and procedures will be reviewed in the forthcoming year
  - e) **Appointment of Internal Auditor:** To appoint Suffolk Association of Local Councils as Internal audit for the Battsford Parish Council accounts 2020 to 2021
7. **To agree the dates of meetings for 2020** as September 22<sup>nd</sup> 2020; October 20<sup>th</sup> 2020; November 17<sup>th</sup> 2020

**AGENDA OF THE BATTISFORD PARISH COUNCIL VIRTUAL MEETING TO BE HELD ON TUESDAY  
21<sup>st</sup> July 2020 AT 7.45 pm**

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2020/8	<b>CHAIRMAN'S WELCOME and RECORDING OF MEETING</b> a. To establish whether it is the intention of any person to record the meeting.	
2020/9	<b>APOLOGIES FOR ABSENCE</b> a. Council to receive apologies for absence b. Council to consent to accept apologies received	
2020/10	<b>DECLARATIONS OF INTEREST</b> To receive Members' declarations of Disclosable Pecuniary Interests (as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) where these Disclosable Pecuniary Interests have not already been entered into the register and relate to a matter to be considered.	
2020/11	<b>PUBLIC PARTICIPATION</b> -Members of the public may speak about specific items on this agenda provided they have advised the parish clerk of their wish to comment or join the meeting by 20th July 2020	
2020/12	<b>UPDATES FROM COUNTY and DISTRICT COUNCILLORS</b> a. To receive an update from County Councillor K. Oakes (County Report emailed to Councillors previously) b. To receive an update from District Councillor Dr D. Pratt (District Report emailed to Councillors previously)	
2020/13	<b>MINUTES OF THE PARISH COUNCIL MEETING held 23rd June 2020</b> a. To agree the accuracy of the minutes of the meeting 23 <sup>rd</sup> JUNE_2020 and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting	PAPER A
2020/14	<b>MATTERS OUTSTANDING – ADVISORY FROM CLLR NICHOLAS</b> Cllr Nicholas has advised on the following matters outstanding: To discuss and note the matters put on hold since the outbreak of the pandemic: Transfer of Bowl Meadow to Battisford- <i>need to keep following this up</i> Neighbourhood plan – <i>will have to wait until normality returns</i> Water/sewage provision/capacity – <i>need to follow up before further building applications</i> Electric capacity – <i>need to follow up before further building applications</i> Deadman's Lane/Straight Rd signage/markings – <i>need to push for a "Give way" sign in Deadman's Lane</i> Knotweed in Valley Rd – <i>being followed up by Cllr Zethraeus</i> Slide mound – <i>should now be taken forward?</i> Mobile library – <i>await normality</i> Litter pick – <i>await normality – ditches clearer</i> Ping tables – <i>await normality?</i>	

2020/15	<p><b><u>MATTERS RELATING TO PLANNING APPLICATIONS FOR BATTISFORD</u></b></p> <p>a. <b>To Note Decision notice relating to planning application DC/20/01828</b> Land Adjacent The Barn Nordor, Straight Road, Battisford, Suffolk IP14 2NB (emailed to all cllrs 10.07.2020)</p> <p>b. <b>To Note Decision notice relating to planning application DC/19/02622</b> - Change external finishes from cladding to render. <b>Location:</b> 6 Plantation Way, Battisford, Stowmarket, Suffolk IP14 2LW (emailed to all cllrs 30.06.2020)</p>	<p>PAPER B</p> <p>PAPER C</p>
2020/16	<p><b><u>BATTISFORD EMERGENCY PLAN</u></b></p> <p>a. Battisford PC Emergency Plan: To discuss clerks draft of letter to retain list of vulnerable / at risk residents</p>	PAPER D
2020/17	<p><b><u>CHAIRS ITINERARY and REPORTS</u></b> (on the night)</p> <p>a. Chairs report</p> <p>b. Councillors reports</p> <p>c. (i) SID data report</p>	PAPER E
2020/18	<p><b><u>FINANCE/ AUTHORISATION OF PAYMENTS</u></b></p> <p>(i) <b>Expenditure</b></p> <p>a. To approve itemised expenditure/ invoices for payment and authorise payment of same</p> <p>(ii) To approve The Cashbook, Income, Bank Reconciliation and Budget against Expenditure spreadsheets for Quarter One 2020 to 2021</p> <p>(iii) To discuss the allocation of Reserve monies</p>	<p>PAPER F</p> <p>PAPER G</p>
2020/19	<p><b><u>EXCHANGE OF INFORMATION</u></b></p> <p>a. To exchange any relevant information at the discretion of the Chairman</p>	
2020/20	<p><b><u>EXCLUDED ITEM</u></b></p> <p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed at item 2020/21</p>	

DATES OF FORTHCOMING MEETINGS: For up to date information please see BPC website  
<http://www.battisfordpc.org.uk/battisford-parish-council/meetings/>