

DRINKSTONE PARISH COUNCIL

SUMMONS TO COUNCILLORS

You are hereby summoned to attend the meeting of the Council on
Monday 1st July 2024
at 8.00pm in the

Village Hall, Gedding Road, IP30 9SZ for the transaction of the business on the agenda
below.

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will
be invited.

AGENDA

1. Apologies for absence to be noted or approved.
2. Declarations of interest:
 - 2.1. To receive any Members' Declarations of and/or Disclosable Pecuniary Interest in subsequent Agenda items.
 - 2.2. To receive requests for dispensations.
3. To receive any report from District and County Council Ward Members & Clerk.
 1. Cllr Penny Otton County Councillor
 2. Nicky Willshere Ward Member
 3. Janet Elnaugh/Daphne Youngs Planning
 4. Paul Selvey Highways
 5. Alice Robinson Village assets and allotments
 6. Malcolm Turner Footpaths
 7. Christine Emery Community engagement
 8. Clerk report
4. Approval of minutes of meeting held 3rd June 2024.
5. Public comment or question invited by the Chair.

6. **Proposal: Cllr Selvey** To review and sign the documents required to finalise the internal audit, gain exemption from external audit, and confirm internal control and risk assessments are place.
7. **Proposal: Cllr Selvey**

The Council acknowledges receipt of the Internal Audit Report on the year ending 31.03.24. The audit found that the Council continued to maintain effective governance arrangements including a robust framework of financial administration and internal controls.
8. **Proposal: Cllr Selvey**

As required by the Annual Governance and Accountability Return under the Accounts and Audit Regulations 2015, the Council approves the accounts for the 12 months ended 31.03.23 and authorises the Chairman and the RFO to sign them as approved.
9. **Proposal: Cllr Selvey**

Review the Certificate of Exemption – AGAR 2023/24 Part 2 for smaller authorities, certifying that the Drinkstone Parish Council is exempt from the requirement to have a limited assurance review or to submit the external auditor. The Council Chairman and RFO be authorised to sign this certificate.
10. **Proposal: Cllr Selvey**

That the Council approves the Annual Governance Statement as demonstrating a sound system of internal control. The Council Chairman and the Parish Clerk be authorised to sign a Statement of Confirmation of such approval.
11. **Proposal: Cllr Selvey**

That the Council approves the Accounting Statement as being a fair presentation of the Council's financial position year ended 31.03.23. The Council Chairman be authorised to sign a Statement of Confirmation of such approval.
12. To note that the Register of Interests and Declaration of Acceptance of Office are updated.
13. To note that the period for public inspection of the Annual Accounts will be between 1st July and 28th August 2024 and a notice will be published and posted to that effect.

14. To review and confirm the month bank transactions and receive the latest bank reconciliation.

a. To review proposed payments

Payments for authorisation by the Council:

	Description	£
UT1	Top Garden Services 2250	138.60
UT2	Suffolk CC – Boundary search	90.00
UT3	Hall hire 13/05/2024	20.00
UT4	Dog and litter bin collection	806.90
UT5	Direct debit for bank charges to Unity trust bank (£18 per quarter) - £72 annually	72.00

Proposal: Cllr Selvey The Council to agree that the expenses listed above be authorised for payment.

15. Planning consultation request letter relating to planning application - DC/24/02427 - The Meade, Beyton Road, Drinkstone, Bury St Edmunds Suffolk IP30 9SS

16. Maintenance of white railings at Blacksmiths corner (and the bridge) - painting required

17. To confirm that the scheduled date for the next meeting is agreed by Council as Monday, August 5th, 2024 at 8pm.

18. Close the meeting

Drinkstone Parish Clerk