

## LACKFORD PARISH COUNCIL

Clerk: J Kirk

Tel: 07880 686069

E-mail: [clerk.lackford@gmail.com](mailto:clerk.lackford@gmail.com)

**3rd March 2025**

**To members of the Council: You are hereby summonsed to attend a meeting of the Parish Council on Monday 10<sup>th</sup> March 2025 at 7p.m. in Lackford Church. Members of the public are welcome to join the meeting. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.**

### AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by Councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Monday 9<sup>th</sup> December 2024.
4. Public session (15 minutes).
5. County Councillors Report.
6. District Councillor's report.
7. Matters for the Safer Neighbourhood Team.
8. To receive an update on the list of actions agreed at the last meeting.
9. To discuss the following financial issues:
  - a) Approval of payments and signing of Schedule of Payments
  - b) Approval of payments authorised between meetings:
  - c) To receive a statement of receipts and payments made since the last meeting.
  - d) Bank balances and confirmation of bank reconciliation as of 28<sup>th</sup> February 2025.
  - e) Update on the financial checks carried out by a councillor.
  - f) To review the receipts and payments for 2024/25 against the budget and discuss the level of reserves for general and earmarked expenditure.
  - g) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate.
  - h) To review the Council's risk assessment
  - i) To check that the levels of liability insurance are adequate
  - j) Review of confidential cashbook and deductions by a councillor.
  - k) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2025 and complete the inspection checklist.
  - l) Monmouthshire Building Society account.
  - m) Increase in One Suffolk website hosting fee.
  - n) Increase in Data protection fee.
10. To discuss any planning issues.
  - a) Planning applications received between meetings.
11. To discuss any highways/Rights of Way/tree/transport issues.
  - a) Update on the hard standing for the bus stop.
12. Update on employment training on 3<sup>rd</sup> December 2024 and approval of a Sexual and General Harassment Policy.
13. To discuss any village issues.
14. To confirm the dates of meetings in 2025/26
15. To agree the procedure and possible items for the Annual Parish Meeting.
16. To discuss the following correspondence:
  - a) Email from One Suffolk about a reduction in the price of a gov.uk domain name to £25 a year and £2 a month for a gov.uk email address.
  - b) Letter from Suffolk Accident Rescue Service requesting a donation.
  - c) SALC area forum for the Western Area Tuesday 25<sup>th</sup> March online 7-8.30pm to discuss devolution.
17. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on