

# NOTICE OF Bromeswell Parish Annual Council Meeting to be held at Bromeswell Village Hall on Monday 13 May 2024 at 7 p.m.



All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed.  
Public and press are also cordially invited.

## AGENDA

The Annual Parish meeting preceded this Annual Council meeting

1. Welcome
2. Election of Chair
3. Election of Vice Chair
4. Declarations of Acceptance of Office to be completed
5. To receive apologies for absence
6. To receive any Declarations of Interest from Councillors on Agenda items
7. To receive Reports from
  - SCC Cllr Reid
  - ES District Cllr Mallinder
  - any other reports received
8. Public Session
9. Highways
  - to discuss Highways matters
10. Planning
  - a) Planning applications received since last meeting and any coming forth
    - DC/24/1236/FUL School Lane
  - b) Current Status and Enforcements
11. Communications received
  - Suffolk Devolution Proposal
  - Travel Behaviour Survey
  - SALC AGM
  - Active Travel
  - East Suffolk in Bloom
12. To review matters arising from meeting 25 March 2024
  - Bus shelter
  - CEP

- update on safety of A1152
- Common Lane - exposed slope concern
- to discuss financial impact for gov.uk domain names and email packages

13. Approval and signing of minutes 25 March 2024

14. To review and agree BPC documentation - as circulated to Councillors:

- a) Standing Orders
- b) Code of Conduct
- d) Asset Register
- e) Financial Regulations
- f) Risk Assessment (Financial)
- g) Internal Control Statement and Report

15. Finance

- a) to note authorised payments made since last meeting and any coming forth
  - SALC Membership Inv 28522 - £189.83
- b) to note any payments received since last meeting
  - Precept £5,400.00, Barclays £6.60 interest
- c) to agree accounts as at 13 May 2024
- d) to sign AGAR documentation
  - i) Certificate of Exemption
  - ii) Section 1 - Annual Governance Statement 2023/24
  - iii) Section 2 - Accounting Statements 2023/24
- e) to agree Clerk to continue as RFO
- f) to agree appointment of Internal Auditor

16. To confirm schedule of meeting dates and date of next BPC meeting 22 July, 16 September, 25 November, 20 January, 24 March, 12 May APM and ACM

Jenny Lloyd (Clerk) .....7 May 2023  
[bromeswellpcclerk@gmail.com](mailto:bromeswellpcclerk@gmail.com)