

Sudbury Parish Council

Rachel Male, Clerk and Responsible Finance Officer
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9th May 2022

To: The Chairman and Members of Sudbury Parish Council

Dear Councillor,

You are summoned to attend the Annual Meeting of Sudbury Parish Council at 7.30pm, to be held on Monday 16th May 2022 at The Nest (School dining room), School Lane, Sudbury.

Yours sincerely,

Rachel Male

Agenda

1. **Election of Chairman and signing of Declaration of Office**
2. **Election of Vice Chairman and signing of Declaration of Office**
3. **To receive apologies for absence**
4. **Variation of Order of Business (if required)**
5. **Declaration of Members Interests**
Please note;
 - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e., to stay in the meeting, to leave the meeting or to stay in the meeting to
 - (b) make representations and then leave the meeting prior to any consideration of determination or the item)
 - (c) Where a Member indicates that they have a prejudicial interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item c of Public Speaking.The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.
6. **Public Speaking**
 - (a) A period of not more than three minutes will be made available for members of the public and Members of the Council to comment on any matter.
 - (b) If a Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

(c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

7. To confirm and agree as a true record the minutes of the Parish Council meeting held on the 21st March 2022 (attached at item 7)

8. To confirm and agree as a true record the minutes of the Extra Ordinary Meeting held on 20th April 2022 (attached at item 8)

9. Derbyshire County Council – Minerals Local Plan

To consider any update received from Derbyshire County Council

10. Finance – Income and payments to 16th May 2022 (attached at item 10)

To approve the income and payments to 16th May 2022. An update may be provided at the Meeting. Please note that all invoices are available for inspection. Please contact the Clerk if you have any questions prior to the Meeting.

11. To confirm and agree the accounts to month ending 31st March 2022 (attached at item 11)

12. To confirm and agree the accounts to month ending 30th April 2022 (attached at item 12)

13. Report from the Clerk on on-going matters

14. Queens Jubilee Funding

To consider and agree expenditure of Queen's Jubilee grant from Derbyshire Dales District Council

15. Derbyshire Speed Indicator Devices Trial

To consider applying for the above trial.

16. Planning Applications

To consider applications received.

17. Asset Register (attached at item 17)

To review asset register held by the Council.

18. To approve and note the Internal Audit Report 2021/22 (attached at item 18)

19. To approve the Annual Governance and Accountability Return 2021/2022 (attached at item 19)

20. Appointment of Internal Auditor for 2022/23

21. Unity Trust Bank

To consider a Unity Trust bank account

22. Authorisation of signatories

To consider and agree signatories on Parish Council bank account

23. Review of Representation on or work with external bodies and arrangements for reporting back, to include:

Currently:

Sudbury Gasworks Restoration Trust – currently Cllr. Bozier

Sudbury Juniors Football Club – currently Cllr. Ingram

Sudbury Bowls Club – currently Cllr. West

24. Review and adoption of the Council's Asset Register (attached at item 24)

- *Standing Orders*
- *Financial Regulations*

25. Review of current policies, procedures, and notices (to include) (attached at item 25.):

Complaints Procedure

General Privacy Notice

Equality And Diversity Policy

Code of Conduct

26. To determine the time and place of Ordinary Meetings of the Council 2022/23, up to and including the next Annual Meeting of the Council (attached at Item 26).

27. Meeting close