

## PINEWOOD PARISH COUNCIL

**To: All Parish Councillors**

You are duly summoned to attend the next full parish council meeting to be held at **7:30pm** on **TUESDAY 18 JUNE 2024** at the Pinewood Community Hall in the Lounge Room.  
The agenda is given below

Stephanie Duthie  
Clerk and RFO to the Council  
Dated: 12 June 2024

**Public Attendance:**

Members of the public and press are welcome to attend. At item 7. The public will be invited to give their views/question the Parish Council on items on the agenda, or raise issues for consideration. All comments must be addressed to the Chair and a response does not have to be given at the meeting but may be taken away by the council for consideration. This agenda item will generally be limited to 15 mins. duration and will be followed by any county/District Councillor' reports.

### AGENDA

- 1. Apologies and approval of absences**
- 2. To receive Councillors' Declaration of Interest in any item on this agenda.**
- 3. To consider requests for dispensations.**
- 4. To resolve that the minutes of the meeting held on the following dates are a true and accurate record:**
  - 4.1 7 May 2024 – Annual Parish Council Meeting
  - 4.2 28 May 2024 – Extraordinary Parish Council Meeting
  - 4.3 11 June 2024 - Extraordinary Parish Council Meeting
- 5. To consider any matters arising from the above meetings and not dealt with under any other agenda item.**
- 6. To receive progress reports or information from: -**
  - 6.1 Clerk, including urgent decisions taken since the last meeting.
  - 6.2 Community Hall Committee Chairman
  - 6.3 HR Committee
  - 6.4 Car Park Committee Chairman
- 7. Public participation session (15 minutes) with respect to items on the agenda**
  - 7.1 Councillors with pecuniary interests, who wish to make representations, answer questions or give evidence on any matter on the agenda.

- 7.2 Parishioners who wish to make representations, answer questions or give evidence on any matter on the agenda
- 7.3 Parishioners who wish to ask questions on any matter not on the agenda.
- 7.4 Report from County Councillor: Cllr. C. Hudson
- 7.5 Report from District Councillors: Cllr. H. Davies, Cllr. B. Riley

**8. Planning Matters: To consider the following applications for planning permissions.**

- 8.1 **DC/24/02430** - To consider replacement of current wooden post/frame based fencing currently at a height of 1.65m with propped concrete base /post and wooden outer facing at a height of 1.83m at 1 Mayfly Close, Pinewood.
- 8.2 To consider any applications for planning permission as notified by the District Council received by the Clerk after the issue of agenda.

**9. Highways / Footpaths / Bin / Seats or Bus Shelters**

- 9.1 To discuss any areas requiring urgent attention and agree action
- 9.2 To discuss Belstead Maps / Sprites Lane regarding Council Tax
- 9.3 To discuss Babergh DC – Free Trees Scheme

**10. Financial Matters**

- 10.1 To review Internal Auditor Report for year ending 31 March 2024
- 10.2 To address any matters / recommendations requiring action.
- 10.3 To formally 'sign off' the accounts for year ending 31 March 2024
- 10.4 To complete sections 1 and 2 on the Annual Return 2023/2024

**11. To review Financial Standing Orders**

- 11.1 To review Financial Standing Orders following new model document from SALC

**12. Items for consideration for inclusion on the next agenda**

**13. Correspondence**

To note the appendix of items which have been previously circulated or will be made available for inspection at the meeting.

**14. Date of the next meeting**

To confirm the date for the next meeting.

**15. To receive any other matters of report as the Chairman may allow.**