

PINEWOOD PARISH COUNCIL

To: All Parish Councillors

You are duly summoned to attend the next full parish council meeting to be held at **7:00pm** on **TUESDAY 21 JANUARY 2025** at the Pinewood Community Hall in the Lounge Room.

The agenda is given below



Stephanie Duthie
Clerk and RFO to the Council

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 Tuesday 10 December 2024 are a true and accurate record.**
- 5. To consider any matters arising from the above meetings and not dealt with under any other agenda item.**
- 6. To adopt new 'Terms of Reference' for each Sub Committee.**
 - 6.1 General provisions
 - 6.2 Hall Committee
 - 6.3 Car Park Committee
 - 6.4 HR Committee
- 7. To appoint additional members to the following committee: -**
 - 7.1 Community Hall Committee
- 8. To receive progress reports or information from: -**
 - 8.1 Clerk, including urgent decisions taken since the last meeting.
 - 8.2 HR Committee Chairman.
 - 8.3 Community Hall Committee Chairman.
 - 8.4 Car Park Committee Chairman.

- 9. Public participation session (15 minutes) with respect to items on the agenda.**
 - 9.1 Councillors with pecuniary interests, who wish to make representations, answer questions or give evidence on any matter on the agenda.
 - 9.2 Parishioners who wish to make representations, answer questions or give evidence on any matter on the agenda.
 - 9.3 Parishioners who wish to ask questions on any matter not on the agenda.
 - 9.4 Report from County Councillor: Cllr. C. Hudson.
 - 9.5 Report from District Councillors: Cllr. H. Davies, Cllr. B. Riley.

- 10. Planning Matters: To consider the following applications for planning permissions.**
 - 10.1 DC/24/05428 – 8 Appleby Close. Application for works to Trees subject to Tree Preservation Order. See link.
[DC/24/05428 | Application for Works to Trees subject to Tree Preservation Order ES101/W1 - T1 Oak remove lower overhanging thin branches back to trunk up to a height of 5 metres to give roof clearance. Upper overhanging crown to be pruned in by 2 metres. | Land Adjacent 8 Appleby Close Pinewood Ipswich Suffolk IP2 9XS](#)
 - 10.2 To consider any applications for planning permission as notified by the District Council received by the Clerk after the issue of agenda.

- 11. Highways / Footpaths / Bin / Seats or Bus Shelters**

To discuss any areas requiring urgent attention and agree action.

- 12. To receive update on additional Bank Account interest rates.**

- 13. Budget for 2025/2026.**
 - 13.1 To approve the Budget for 2025/2026.
 - 13.2 Sign off Precept form.

- 14. To approve the following items for Community Hall:**
 - 14.1 New Bar Prices.
 - 14.2 Bar Membership fees.
 - 14.3 Hiring form Terms and Conditions.
 - 14.4 Cancellation Policy.

- 15. To discuss / appoint councillor projects / responsibilities.**

- 16. Expenditure to be Noted / Agreed.**
 - 16.1 To note expenditure since the meeting on 10 December 2024.
 - 16.2 To agree any other expenditure.
 - 16.3 To sign off November 2024 Bank Reconciliations from Rialtas.
 - 16.4 To approve/sign off any financial corrections made on Rialtas.

- 17. Items for consideration for inclusion on the next agenda.**

- 18. Correspondence.**

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

- 19. Date of the next meeting.**

To confirm the date for the next meeting.

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