

SEMER PARISH COUNCIL

The Councillors of Semer Parish Council are summoned to the Council meeting to be held at Semer Village Hall on Thursday 18th July 2024 to commence at 7.00pm.

Members of the public are welcome to attend this meeting and raise any issues or concerns in the Public Forum.

The Council, members of the public and press may record, film, photograph or broadcast this meeting when the public and press are not lawfully excluded.

AGENDA

1. Chair's welcome including the statement for the reporting at meetings of the council
2. Apologies for absence: Council to receive and approve the verified apologies for absence.
3. Code of Conduct and Declaration of member's interests:
 - i. To receive declarations of registrable interests, other and non-registerable interests as detailed in Appendix B of the Local Code of Conduct.
 - ii. To receive notification of gifts or hospitality exceeding £50.
4. Minutes of meetings:
 - i. to approve the minutes of the Annual Council meeting of 9th May 2024 and to give authority to the Chair to sign the minutes in accordance with legislation.
5. Public Forum:
 - i. To receive comments from the public on the agenda as published or concerning Semer.
6. Parish Matters: to receive an update on items raised at previous meetings:
 - i. A1141 speed limit change – to receive information relating to the initial consultation for the proposed speed limit changes – Stone Street, Hadleigh and Union Hill, Semer
7. Statutory Business:
 - i. Financial Regulations – to review and adopt the new model financial regulations as adapted to Semer Parish Council – *Financial Regulations*.
8. Planning:
 - i. To consider a response to the submission of the following planning application:
 - [DC/24/02634](#) – Application for Listed building consent – remove existing single glazed windows in kitchen, (front, side and back window), with same design, slimline, double glazed windows @ Foxglove Cottage, Ash Street.
 - ii. BMSDC – Call for sites 2024 – to note publication of the sites for Semer as submitted during the call for sites exercise (comments are not invited at this stage) – [HE23283](#) – site reference 52.070151, 0.931126.
9. Financial Report:
 - i. To consider and approve the following items for payment:
 - Clerk's Hours to date including payment of insurance premium – tbc

- ii. To retrospectively approve payment of the following items:
 - HMRC – PAYE – collected by direct debit - £221.20
 - iii. To note the bank balances to date and consider the financial position as at 14th July 2024
 - iv. To consider and review the actual versus budget for the period to date
 - v. To receive an update on the setting up of a Community Bank Account with Barclays Bank.
10. Year-End Processes: to note and/or consider the following as part of the year-end process:
- i. That the council has received an automated response confirming receipt of the exemption certificate.
 - ii. To note that there have been no requests to view the council's accounting records during the period of the exercise of public rights.
 - iii. To consider the Clerk's paper on the audit plan in relation to recommendations made within the internal audit report (narrative) for the year ending 31st March 2024
11. Councillor Reports:
- i. To receive urgent matters of concern
12. Correspondence:
- i. BMSDC – [Summer Holiday Activity Programme](#) – to note the activities and the manner in which they should be booked.
 - ii. BMSDC – [Norwich to Tilbury NSIP statutory consultation deadline extended](#) – to note the district council's response to date
 - iii. BMSDC – Town and Parish Updates – [to receive the monthly report of July 2024](#)
 - iv. To receive matters of interest not requiring a direct response
13. Date of next meeting: to confirm the dates for futures meetings as: 21st November 2024; 16th January 2025 and 20th March 2025.

Victoria S Waples
Clerk & Proper Officer to the Council
13.07.2024

Semer Parish Council
37 Queenscliffe Road, Ipswich, IP2 9AS.
E-mail: pc@semer.suffolk.gov.uk