

# SEMER PARISH COUNCIL

The Councillors of Semer Parish Council are summoned to the Council meeting to be held at Semer Village Hall on Thursday 21<sup>st</sup> November 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 18<sup>th</sup> July 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 note the publication of the draft SUFFOLK COUNTY COUNCIL (PARISHES OF HADLEIGH, SEMER AND KERSEY) (STONE STREET) (A1141) (UNION HILL) (A1141) (30 MPH AND 40 MPH SPEED LIMIT AND REVOCATION) ORDER 202 was advertised in October 2024. Any objections and other representations were due no later than 25 October 2024.
  - ii. [Tree Planting in Semer](#) – to consider the material issued by BMSDC in connection with addressing the low tree canopy in the district
7. Statutory Business:
  - i. Ministry of Housing, Communities & Local Government – [Enabling remote attendance and proxy voting at local authority meetings](#) – council to consider whether it wishes to formulate a response to the consultation
  - ii. Data Protection Impact Assessment – council to receive the assessment noting the lawful basis for processing data as a data controller.
  - iii. Data Protection Policies – council to review and adopt the following policies: Data Protection Policy and a Data Retention Policy.
  - iv. Reserve Policy – council to review and adopt the reserve policy as written.

## 8. Planning:

- i. To receive the planning decisions from the local planning authority:
  - DC/24/02634 – To receive the listed building consent for the removal of existing single glazed windows in kitchen, (front, side and back window), and replacement with same design, slimline, double glazed windows @ Foxglove Cottage, Ash Street.
  - DC/24/03284 – To receive the formal approval for the formation, alteration or maintenance of private ways for agricultural or forestry use (Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)) – construction of access tracks for farm machinery @ Heathpatch Limited, Dairy Farm Office, Dairy Road.
- ii. BMSDC – [Publication of the Hadleigh N'hood Plan Exam Report \(Babergh DC\)](#) – to note the publication of the exam report.

## 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 - £92.60
  - Fence work to Semer Meadow - £850.00
- iii. To note the bank balances to date and consider the financial position as at 21<sup>st</sup> November 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.
- vi. To consider the 1<sup>st</sup> Draft of the budget for 2025-2026
- vii. Council to confirm the continuation of Mrs Waples as the Council's Clerk and Responsible Financial Officer

## 10. Councillor Reports:

- i. To receive urgent matters of concern

## 11. Correspondence:

- i. SALC – [The Local Councillor – October 2024](#) – to receive the local councillor e-magazine
- ii. East Babergh Police and Parish Forum – Council to consider whether it is appropriate to attend this forum and whether it would wish for the venue to be a central location.
- iii. BMSDC – Town and Parish Updates – [to receive the monthly report of November 2024](#)
- iv. SALC – News Bulletins – to confirm receipt of the news bulleting via email.
- v. To receive matters of interest not requiring a direct response

12. Date of next meeting: to confirm the dates for futures meetings as: 16<sup>th</sup> January 2025 and 20<sup>th</sup> March 2025.

Victoria S Waples  
Clerk & Proper Officer to the Council  
14.11.2024

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