

The next meeting of Risby Parish Council will take place on Thursday 2nd March 2023 at 7.15p.m. in Risby Village Hall (Gift Horse Room).

Members of the public are welcome to join the meeting. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by Councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Thursday 5th January 2023.
4. Public session (15 minutes).
5. County Councillors Report.
6. District Councillor's report.
7. Police issues.
8. To receive an update on the list of actions agreed at the last meeting.
9. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings.
 - c) To receive a statement of receipts and payments made since the last meeting.
 - d) Bank balances and confirmation of bank reconciliation as of 28th February 2023.
 - e) Councillor to complete the checklist of internal controls.
 - f) Update on the financial checks carried out by a councillor.
 - g) To review the income and expenditure for 2022/23 against the budget and discuss the level of reserves for general and earmarked expenditure.
 - h) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate.
 - i) To review the Council's risk assessment.
 - j) To check that the levels of liability insurance are adequate.
 - k) Review of confidential cashbook and deductions by a councillor.
 - l) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2023 and complete the inspection checklist.
 - m) Wave water bill for the allotments.
 - n) Update on the setting up of Community Banking online.
10. To discuss any planning issues
 - a) DC/23/0208/FUL - Redevelopment and extension of Risby Hall Nursing Home to provide additional bed spaces, resident and visitor facilities, parking and landscaping.
 - b) DC/22/1820/FUL and DC/22/1820/LB - White Horse Inn, Newmarket Road, Risby - Conversion of barn to dwelling with two conservation roof lights.
 - c) Email from West Suffolk Council giving details of the revised timetable for the Local Plan.
 - d) Planning applications received between meetings.
 - e) DC/23/0254/P3QPA - Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015 - a. Change of use of agricultural building to dwellinghouse (Class C3) to create five dwellings b. associated operational development – Charman's Farm, School Road. – For information only.
11. To discuss any highways/Rights of Way/tree/transport/pond issues.
 - a) Tree survey.
12. Parish Council elections on 4th May 2023.
 - a) Email from West Suffolk Council about the pre-election period which begins on Wednesday 22nd March.
 - b) Information about voter ID for people voting in person.
 - c) Nomination forms.
13. Allotments
 - a) Request by a resident to rent an allotment for use as a community orchard.

14. To discuss any village issues:
 - a) The possibility of organising defibrillator training and providing information about how to use a defibrillator and get help in the event of an emergency.
15. To confirm the dates of meetings in 2023/24.
16. To agree the procedure and possible items for the Annual Parish Meeting.
17. To discuss the following correspondence.
18. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Thursday 11th May 2023 at 7pm or the Annual Parish Meeting at 8pm
19. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information
 - To discuss staffing matters