

**The next meeting of Risby Parish Council will take place on Thursday 5<sup>th</sup> July March 2018 at 7.15p.m. in Risby Village Hall (Gift Horse Room)**

**Members of the public are welcome. There will be an Open Forum at 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 Annual Meeting of the Parish Council held on Thursday 3<sup>rd</sup> May 2018 and the planning meetings held on 24<sup>th</sup> May and 7<sup>th</sup> June 2018
4. To discuss the problems with parking at the village hall and decide what action can be taken (if any)
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) Regular payments made between meetings but previously authorised
  - c) Approval of the record of receipts and payments (including online payments) made since the last meeting and bank balances
  - d) Signatory to complete the checklist of Internal Controls including confirmation of bank reconciliation
  - e) Update on the Annual Audit 2018
10. To discuss the following planning issues:
  - c) DC/18/0875/HH - Re-consultation - (i) Two storey front extension (ii) Internal alterations (iii) external rendering of house and garage and re-roofing.
11. To discuss any highways/Rights of Way issues/tree/transport issues
  - a) To discuss the quotes for tree works
  - b) Appointment of a Tree Officer
12. To approve the following policy documents
  - a) Approval of updated Financial Regulations and information about key changes
  - b) Approval of updated Standing Orders and information about key changes
  - c) Equal Opportunities Policy
13. To discuss any village issues:
  - a) Commemoration of WW1
14. GDPR update
  - a) Retention of Documents policy
  - b) Requirement for parish councils to appoint a DPO has been removed
15. To discuss the following correspondence:
  - a) Email from Suffolk Police re funded PCSOs
16. Any other business for noting or including on the agenda of the meeting on Thursday 6<sup>th</sup> September 2018