

The next meeting of the Parish Council on Thursday 1st July 2021 at 7.15p.m. in Risby Village Hall (small hall).

Members of the public are welcome to join the meeting. 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.

The meeting will take place in line with COVID guidelines, and we ask you to adhere to the following:

- Please use hand sanitiser on entering village hall
- Please sign in using the Village Hall QR code or sign in sheet provided
- Please wear a face covering and sit two metres apart from anyone outside your household.
- Avoid sitting face-to-face with people outside your household
- Please follow any signage on the floor
- The meeting will be kept as short as possible to reduce the risk of infection
- The number of people allowed in the small hall is restricted to 20 people including parish councillors.

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 6th May 2021 and the planning meeting held on Thursday 20th May 2021
4. County Councillors Report
5. District Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) Approval of the record of receipts and payments made since the last meeting
 - d) Bank balances and confirmation of bank reconciliation
 - e) Signatory to complete the checklist of Internal Controls
 - f) Approval of the continued use of electronic banking
9. To discuss the following planning applications:
 - a) DC/21/0962/HH – Southview, The Green, Risby – a) porch to front elevation b) part two side storey extension
 - b) Update on the sites put forward in Risby as part of West Suffolk Council's Local Plan.
 - c) Email from Pigeon requesting a meeting with Risby PC about their deferred site in School Road.
10. To review the following policy documents
 - a) Financial Regulations
 - b) Standing Orders
11. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) Tree survey report following a site visit on 20th May 2021.
12. To approve the Emergency Plan using the new Joint Emergency Planning Group Template and Emergency Plan Leaflet
13. To discuss any village issues:
14. To discuss the following issues raised at the Annual Parish Meeting:
 - a) Suggestion to provide a flagpole in Risby.
 - b) Improving footways in Risby including along Flempton Road and the Lower Green.
 - c) Improving the Lower Green Sump
 - d) Replacing the rotten bollards Lower Green
15. To discuss the following correspondence:
 - a) Letter from Lord Lieutenant for Suffolk about the Festival of Suffolk 2022 to celebrate the Queen's platinum jubilee and the suggestion to appoint a Festival Community Champion and possible community

celebrations over the extended Bank Holiday weekend at the end of May 2022 and possible community celebrations over the extended Bank Holiday weekend at the end of May 2022.

b) Email from a resident asking for an update about Risby Parish Council's Pesticide Policy.

16. Any other business for noting or including on the agenda of the meeting on Thursday 2nd September 2021.