

Westhall Parish Council Meeting
Monday 14th July 2021 at 7.30 pm

We would ask Councillors and Members of the Public to arrive no later than 07.25 in order to comply with our Covid-19 safety restrictions which will require social distancing, wearing of masks, hand sanitising and track and trace compliance. We would also encourage members of the public to make written representations on issues rather than attending in person as attendance will be limited.

Part 1

AGENDA

1. Apologies and approval of absences.
2. Introduction from Sam Kenwood, Communities Officer for Beccles, Bungay, Halesworth and surrounding villages
3. To receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations.
4. Resolution that minutes of meetings on 14th July 2021 are correct record
5. Chairman and Clerk's report on progress of actions from last meeting(s)
6. **Finance:** (Preparation for end of year accounts, budget and internal audit)
 - a. Update on Annual Governance & Accountability Return 2020/21.
 - b. Internal Auditor Report
 - c. Review of 2021/22 Budget
 - d. Approval of Bank Reconciliation for Westhall Parish Council Account and Recreation Ground Account to 30th June 2021
 - e. Approval of online payments or cheques signed and for signature since last meeting
7. **Planning: Public Access Link** <https://publicaccess.eastsuffolk.gov.uk/online-applications>
 - a. New Applications – DC/21/2795/FUL: Erection of Portal Building for hay, straw & machinery at School Farm, Westhall
 - b. Update on Previous Applications – All recent local Planning Applications were Permitted
8. **Pleasure Ground and Village Hall Car Park** - Future Governance, Management and Financing
9. **Allotments:** Half year inspections
10. **Matters Arising since last meeting**
11. **Correspondence Received**
12. **Any items of information**
13. News items for HCN and other media
14. Meetings for 2021 at 7.30pm on 2nd Monday of every other month: 13th September and 8th November (+ Annual Allotments Meeting). *(All subject to change due to Covid-19 government guidelines)*

Part 2 CONFIDENTIAL

"Exempt/Confidential Items It is recommended that under Section 100(A)(4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act. "

15. Review of Contract of Employment – Clerk & Responsible Financial Officer