


Westhall Parish Council AGM
The Westhall Village Hall
Monday 12th May 2025 (immediately following Annual Parish Meeting starting at 7.30 pm)
AGENDA

- 1 Appointment of Chairman for 2025/26 and signing Declaration of Appointment to Office.
- 2 Apologies and receipt of absences.
- 3 Receipt of declarations of pecuniary and non-pecuniary interests.
- 4 **Public Forum – for members of the public to raise issues or matters of concern –**
Possible closure of Millpost level crossing, near Westhall.
- 5 To receive reports from County and District Councillors
- 6 Resolution that minutes of meeting 10th March 2025 are correct record.
- 7 Chairman and Clerk's report on progress of actions from last meeting(s).
- 8 **Review & Approval of Governance Documentation**
Standing Orders for organisation and transaction of business.
Financial Regulations pertaining to Westhall Parish Council's financial affairs and accounting procedures.
- 9 **Finance:**
 - a. Approval of bank reconciliation to 31st March 2025
 - b. Receive RFO's report on Accounts for year ended 31st March 2025.
 - c. Approval of Receipts, Payments & Budget Accounts for Year Ending 31st March 2025
 - d. Annual Governance and Accountability Return (AGAR) approval: To review Certificate of Exemption (*Chairman and Clerk to sign p3*)
 - e. Approve Annual Governance Statement; (*Chairman and Clerk to sign p5*)
 - f. Approve Accounting Statements previously signed by RFO (*Chairman to sign p6*)
 - g. Approve Explanation of Variances; Assets Register; Supporting Statement & Reserves Policy for 2024-25 (*Chairman to sign all*)
 - h. Approval of bank reconciliation to 30th April 2025
 - i. Approval of online payments
 - j. CIL - Report for 2024-2025
 - k. Requests for donations
- 10 **Planning - Public Access Link:** <https://publicaccess.eastsuffolk.gov.uk/online-applications>
 - a. **New Applications:** DC/25/0854/P3Q Conversion of agricultural building to 2 dwellings – Burketts Farm.
 - b. **Update on Previous Applications**
 - c. East Suffolk Council – Updated Local Development Scheme and addendum to the Waveney Local Plan 5-year Review Assessment
- 11 Digital Services – move to .gov.uk domain update
- 12 Any items of information and reports from Parish Councillors: Cllr Rogers – Sizewell C Forum 27th March 2025.
- 13 Correspondence received
 - a. Invitation to Councillors to Suffolk County Council Briefing on Local Government Reorganisation 7.30-8.30pm, Friday 23 May 2025 in Wenhaston Village Hall
 - b. Essex & Suffolk Water – Request to local landowners to carry out Environmental surveys.
 - c. Suffolk Highways Online Forum on Roadworks on Tuesday 13th May 12 noon to 1pm
- 14 News items for local media
- 15 Date of next meeting


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Dated: 7/5/25.....

Followed by Meeting of the Trustees for the Pleasure Grounds, Car Park and Allotments