

# **COPDOCK & WASHBROOK PARISH COUNCIL MEETING**

**TUESDAY, 7 JANUARY 2025, 7.00PM**

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on Tuesday, 7 January 2025, scheduled for 7.00pm, at the Village Hall, Old London Road, Copdock, when the following business will be transacted.

*Mrs S Frankis*

Mrs S Frankis, Clerk and RFO to the Parish of Copdock and Washbrook

Members of the public are welcome to attend.

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## **AGENDA**

1. **APOLOGIES**: to **RECEIVE** and **APPROVE** apologies for absence
2. **DECLARATIONS OF INTEREST**: to **RECEIVE** any Declarations of Interest
3. **DISPENSATIONS**: to **APPROVE** any Requests for Dispensations
4. **PUBLIC FORUM**:
  - i. to **RECEIVE** reports from the County and District Councillors
  - ii. to **RECEIVE** comments from residents of the parish on current agenda items (please note comments are to be addressed to the Chair. A response does not have to be given at the meeting but may be taken away by the Council for consideration)
5. **MINUTES**: to **RECEIVE** and **CONFIRM** the minutes of Parish Council meeting held on 3 December 2024
6. **MATTERS ARISING**: to **CONSIDER** matters arising from the Parish Council meeting held on 3 December 2024
7. **FINANCE AND GOVERNANCE**:
  - i. **SCHEDULE OF PAYMENTS**: to **APPROVE** the Schedule of Payments for January 2025
  - ii. **BUDGET & FINANCE REPORT**: to **AGREE** the December 2024 Budget & Finance Report, including the bank balance
  - iii. **2025/26 BUDGET & PRECEPT**: to **CONSIDER** and **AGREE** the 2025/26 budget and precept
  - iv. **BUDGET HEADING VIREMENT**: to **AGREE** to vire £35.00 from 2024/25 budget heading 'Insurance' to 'Subscriptions'
  - v. **SEXUAL AND GENERAL HARASSMENT POLICY** to **ADOPT** a Copdock and Washbrook Parish Council Sexual and General Harassment Policy
  - vi. **INTERNAL AUDITOR**: to **APPOINT** the 2025 Internal Auditor

8. **CLERK'S REPORT**: to **RECEIVE** the Parish Clerk's Report
9. **PLANNING APPLICATIONS AND DECISIONS**: to **AGREE** responses to planning applications and to **RECEIVE** Decision Notices:
10. **INFORMATION SIGN**: to **AGREE** Wording and Purchase of an Information Sign for the Recreation Field
11. **PARISH COUNCIL EMAILS**: to **AGREE** actions as required
12. **COMMUNITY SPEED MANAGEMENT: 20's PLENTY**: to **AGREE** actions as required
13. **SUFFOLK COUNTY COUNCIL HIGHWAYS & DRAINAGE UPDATES**
14. **INFRASTRUCTURE DEVELOPMENTS**:
  - i. Neighbourhood Plan
  - ii. Active Travel Scheme Old London Road
15. **NEWSLETTER**: to **AGREE** publication of a Parish Council newsletter
16. **2025/26 MEETING DATES**: to **AGREE** the 2025/26 meeting dates, including the Annual Parish Meeting
17. **NEXT MEETING**: to **CONFIRM** the date and time of the next Parish Council meeting, 4 February 2025
18. **MATTERS RAISED BY MEMBERS**
19. **ITEMS FOR THE NEXT AGENDA**