

# Culford, West Stow and Wordwell Parish Council

Clerk: Christine Mason

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## To Members of Culford, West Stow and Wordwell Parish Council

You are duly summoned to attend the meeting of the Parish Council to be held on  
**Thursday 30<sup>th</sup> May 2024 at 7.30pm immediately following the Annual Parish Meeting**  
at Culford Village Hall, The Street, Culford.

## AGENDA

### 1. Election of Chair

To elect a Chair for the coming year (2024-2025)

### 2. Election of Vice Chair

To elect a Vice-Chair for the coming year (2024-2025)

### 3. Signatures of Declaration of Acceptance of Office

The Chair and Vice-Chair to sign the Declaration of Acceptance of Office

### 4. Apologies

To receive apologies and to approve reasons for absence

### 5. Declarations of Interest

- a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature
- b. To declare any Other Disclosable Interests in items on the agenda, and their nature

### 6. Minutes

To ratify the minutes of the Meeting of the Parish Council held on 28<sup>th</sup> March 2024 and to authorise the Chair to sign them as a true record

### 7. County & Borough Councillor Reports

- a. To receive a report from District Cllr Susan Glossop and to discuss any matters arising
- b. To receive a report from County Cllr Rebecca Hopfensperger and to discuss any matters arising

### 8. Public Forum

Residents are invited to give their views and question the Parish Council about issues on this agenda or to raise issues for future consideration. The time allocated will not normally exceed 15 minutes but is at the discretion of the Chair

### 9. Clerk's report & Administrative Business

- a. To be advised of any decisions taken under delegated powers since the last meeting
- b. To be advised of any relevant correspondence or significant matters not otherwise on the agenda and not already drawn to councillors' attention and to report progress on actions

arising from prior meetings.

**10. Village Hall kerbing**

To consider the email received from the village hall relating to the installation of kerbing for access to the war memorial

**11. Culford Village Sign update**

**12. Update on the download of data from the speed camera**

**13. Planning & Environment**

To consider responses to the following planning application consultation and any other consultations as may be launched by the Planning Authority prior to the meeting

**DC/24/0454/FUL Bootys Barn The Street Culford Suffolk IP28 6DT**

Planning application - one agricultural barn for storage following demolition of three existing buildings Bootys Barn The Street Culford Suffolk IP28 6DT

Previous applications:

**DC/24/0565/TCA Dorch House The Street Culford Suffolk**

Trees in a conservation area notification - two Oak (T1 and T2 on plan) one Walnut (T3 on plan) fell Dorch House The Street Culford Suffolk

To be advised by the Tree Officer

**DC/24/0476/TCA St Marys Church Ingham Road West Stow Suffolk**

Trees in a conservation area notification - one Oak (T1 on plan) crown lift to two metres above ground level; one Horse chestnut (T2 on plan) fell

To be advised by the Tree Officer

**14. Finance**

- a. To review and approve Standing Orders (no changes)
- b. To approve the 2023/24 Accounts including the end of year bank reconciliation
- c. To receive and approve the Annual Governance and Accountability Return and to authorise the Clerk and Chair to sign them on behalf of the Council
  - i. Section 1 – Annual Governance Statement
  - ii. Section 2 – Annual Accounting Statement
  - iii. Certificate of Exemption
- d. To receive the schedule of receipts and payments and to approve payments

**15. Insurance for 2024-2025**

To approve the renewal of insurance arrangements for 2024-2025 with Clear Councils (formerly BHIB) for the sum of £540.50

**16. Proposed meeting dates for 2024-2025**

**17. Councillors' reports and items for future agendas**

Councillors may use this opportunity to report on meetings attended, to agree the attendance of councillors to represent the Council at any forthcoming meetings, to report matters of information not included elsewhere on the agenda or raise items for future agendas not elsewhere on the agenda