

GOSFIELD PARISH COUNCIL

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11TH JUNE 2024

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING OF GOSFIELD PARISH COUNCIL TO BE HELD ON **MONDAY 17TH JUNE 2024** AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT **7.15PM** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.

DIANE JACOB

DIANE JACOB

PARISH CLERK

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
24/115	Chairman	Welcome and Apologies for Absence.	Decision
24/116	All Members	Declaration of Interests. To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct.	Decision
24/117	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Gosfield Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
24/118	All Members	County and District Councillors to address the members if present. County Councillor, District Councillor.	Information
24/119	All Members	Minutes. Item 1. To confirm receipt of the draft minutes of the Annual Parish Meeting held on 20 th May 2024. Item 2. To confirm the minutes of the Annual Parish Meeting held on 20 th May 2024. Item 3. To confirm receipt of the draft minutes of the Parish Council meeting held on 20 th May 2024. Item 4. To confirm the minutes of the Parish Council meeting held on 20 th May 2024.	Decision
24/120	All Members	Planning Matters. Item 1. Planning updates. Item 2. New applications. To consider any other applications received.	Decision
24/121	All Members	Financial Matters. Approve accounts for payment.	Decision
24/122	All Members	Accounts 2023/2024. Item 1. To accept the Internal Auditors Report. Item 2. To confirm reclaim for VAT 2023/2024. Item 3. Approval of Governance Statement for 2023/2024 prior to submission to the External Auditor. 1. We have put in place arrangements for effective financial management during the year, and the preparation of the accounting statements. 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	Decision

		<p>4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.</p> <p>5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p> <p>6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</p> <p>7. We took appropriate action on all matters raised in reports from internal and external audit.</p> <p>8. We considered whether any litigation, liabilities or commitments, events, or transactions, occurring either during or after the year-end, have financial impact on this authority and, where appropriate, have included them in the accounting statements. Chairman and Clerk to sign.</p> <p>Item 4. Approval of Accounting Statements for 2023/2024 prior to submission to the External auditor. Chairman and RFO to sign.</p> <p>Item 5. Year End Bank Reconciliation for 2023/2024 prior to submission to the External Auditor. Chairman and Clerk to sign.</p> <p>Item 6. To confirm the notice of public rights and publication of annual governance and accountability return will be displayed between 24th June 2024 and 2nd August 2024.</p>	
24/123	All Members	<p>Matters Arising from previous minutes.</p> <p>Item 1. Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, update</p> <p>Item 2. Previous minute No 24/049 item 3. Fencing boundary around the Playing field. Previous minute no. 23/272 along the top (Hall Drive) and left-hand side from the top (Hall Drive) down to the Play area. Update.</p> <p>Item 3. Previous minute No 24/049 item 4. Car Park - To discuss the drainage and car park surfacing. Update by Cllr Willis.</p> <p>Item 4. Previous minute No. 24/110 Public Rights of Way – Footpaths No. 15 and 22 - Update.</p> <p>Item 5. The Kings Head Previous Minute No. 24/052 and 24/072, 24/122 Registering the Kings Head Pub as a community asset – update.</p> <p>Item 6. Previous minute No. 24/106 Information Boards – update.</p> <p>Item 7. Previous minute No. 24/107 Complaint letter to Clarion and BDC regarding affordable housing – update.</p> <p>Item 8. Halstead Road Track to GNR – To confirm the track/verge has been cut back.</p>	Information
24/124	All Members	<p>Neighbourhood Plan.</p> <p>Item a. To note the resignation of Cllr T Edwards and Cllr R Edwards from the Neighbourhood Plan Committee.</p> <p>Item b. To elect new members to the Neighbourhood Plan Committee.</p> <p>Item c. Update</p>	Decision
24/125	All Members	<p>To adopt New Council Documents/Policies.</p> <p>Item 1. Code of Conduct (New version issued by BDC to consider adoption)</p> <p>Item 2. Financial Regulations 2024 (New version issued by NALC to consider adoption)</p> <p>Item 3. Legionnaires Risk Assessment (Pavilion & Public Toilets)</p>	Decision
24/126	All Members	<p>New Council Document.</p> <p>Agreement/licence between the Parish Council and the shop re the coronation garden</p>	Decision
24/127	All Members	<p>RoSPA Report 2024.</p> <p>To note and confirm that we have received the Annual RoSPA inspection report and any actions required.</p>	Decision
24/128	All Members	<p>VE Day 8th May 2025.</p> <p>Event working group to be arranged, volunteers required.</p>	Decision
24/129	All Members	<p>Open Space land at the top of Meadway – update.</p> <p>Item 1. Update.</p> <p>Item 2. S106 Funding in relation to the land.</p> <p>Item 3. Legal fees for acting on behalf of the council in connection with this matter will be in the region of £1,500 - £1,750 plus VAT.</p>	Decision
24/130	All Members	<p>S106 Funding Allotments.</p> <p>We have available £1,175.47 - towards the provision of equipment and/or enhancement of allotment facilities at the allotment site west of The Street Gosfield. This money cannot be used for maintenance/repairs or ongoing issues – only something new.</p>	Decision
24/131	All Members	<p>To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.</p>	Information

24/132	All Members	Items for next agenda. Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information
24/133	All Members	Date of Next Meeting. Parish Council Meeting Monday 15 th July 2024 (7.15pm).	Decision

THIS NOTICE WAS ISSUED BY: Mrs Diane Jacob, Parish Clerk Gosfield Parish Council
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