

SHOTTISHAM PARISH COUNCIL

All Councillors are hereby summoned to attend the next

MEETING

on Tuesday 13th March 2018 at 7.30pm

at The Trust Hall, Shottisham

AGENDA

1. Chairman's Welcome and Apologies for Absence
2. Public Forum: an opportunity for parishioners to briefly raise matters of concern
3. Reports: AR, (SCC), CB (SCDC)
4. Councillors' Declarations of Interest
5. Signing of Minutes of Regular Minutes of 9th January 2018
6. To consider co-opting Pat Southgate onto the Parish Council
7. To review Highways Issues and make a decision on quotes received
 - a. Update on SID funding – Peter Widdup
 - b. SID quotes – Peter Widdup
8. To review Playground Issues and make a decision on quotes received
 - a. Grass cutting quotes – Miranda Harrison
 - b. Fencing quotes – Philip Bouscarle
9. End of year preparation including:
 - a. Review Standing Orders and Financial Regulations
 - b. Review Risk Assessments and Internal Control Arrangements
 - c. Review and adopt the Suffolk Local Code of Conduct
 - d. Update the Asset Register and confirm adequate insurance policy/cover
 - e. Appoint an Internal Auditor
10. To report back from the Peninsula Meeting – Ray Kay
11. To discuss and decide on Councillors' specific responsibilities
12. To discuss ways of supporting the Big Picnic Lunch as requested by Kim Murray
13. To consider a request for financial support from Rendlesham Scouts
14. Clerk's report and Finance report:
 - a) Financial Report
 - b) To consider moving Shottisham website from onesuffolk to suffolkcloud
 - c) Signing of cheques
 - i. Clerk's wages £200.00
 - ii. HMRC £50.00
 - iii. SARS £300.00
15. To receive updates on the action points from the previous meeting in January
16. Matters to be brought to the attention of the Council

Lesley Roberts, Parish Clerk