

NOTICE OF SHOTTISHAM PARISH COUNCIL MEETING

**Tuesday 14th November 2023
at 7.30pm in the Trust Hall**

All councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are cordially invited.

AGENDA

1. Chairman's welcome and apologies for absence
2. OPEN FORUM – *an opportunity for parishioners to briefly raise matters of concern without having to sit through the whole agenda*
3. Councillors' Declarations of Interest
4. Signing of Minutes of 5th September 2023 as a true record
5. Reports: AR (SCC), JM (ESC)
6. To consider draft budget for 2024-25 prior to setting precept in January
7. To consider lighting the beacon to commemorate the 80th Anniversary of D Day
8. To review the new Litter and Dog Waste Bin draft policy from ESC
9. To receive update on Highways Issues
 - Farm traffic safety concerns
10. To receive update on playground issues
 - Findings from RoSPA report
11. Clerk's report and Finance report:
 - a) Financial report
 - b) Cheques signed between meetings

a. Business Services (CAS) (insurance)	£305.26 (23/09/2023)
b. Playsafety Ltd (RoSPA Report)	£165.60 (23/09/2023)
c. Suffolk.cloud (website hosting)	£110.00 (23/09/2023)
 - c) Signing of cheques

a. Clerk's wages	£280.00
b. HMRC	£70.00
c. Shottisham WI Trust Hall	£40.00
d. Dawn Kay (refreshments)	£14.69
e. The CGM Group (grass cutting)	£144.00
f. Lesley Roberts (laptop via Amazon)	£499.99
12. To receive updates on the action points from the meeting in September
13. Matters to be brought to the attention of the Council
14. Action points arising from the November meeting

Lesley Roberts, Parish Clerk