

MARLESFORD PARISH COUNCIL

Clerk to the Council: Melanie Thurston - CiLCA, Tel 01728 688849

To Members of Marlesford Parish Council, you are duly required to attend the next meeting of Marlesford Parish Council on Friday 16th February 2023, 7.00pm, in the Marlesford Community Centre.

Members of the public are most welcome to attend.

OPEN FORUM

Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

AGENDA

1. **APOLOGIES FOR ABSENCE** To approve apologies
2. **DECLARATION OF INTERESTS** To declare any interests in items on the agenda.
 - a. Reminder to declare any interests on any items on the agenda which you share an interest in.
3. **TO RECEIVE PRESENTATION FROM DAVID FINDLEY – CHAIR UFFORD PC, ON UFFORD’S NEIGHBOURHOOD PLAN EXPERIENCE TO DARE AND TO CONSIDER A NEIGHBOURHOOD PALN FOR MARLESFORD.**
4. **MINUTES OF THE MEETING HELD ON FRIDAY 17TH NOVEMBER 2023 - To consider the approval**
5. **MATTERS ARISING FROM THE MINUTES**
 - a. Recent Flooding in Marlesford
 - b. Article 4 Direction, Marlesford Conservation Area
 - c. Woodland Preservation Marlesford
 - d. Environmental Projects within the Village
 - e. SCC Cllr Burroughes financial help towards a Defibrillator
6. **TO CO-OPT A NEW MEMBER ONTO MARLESFORD PARISH COUNCIL DUE TO THE RESIGNATION OF COUNCILLOR NEWMAN**
7. **TO CONSIDER AN EMERGENCY PLAN FOR MARLESFORD**
8. **TO CARRY OUT AN ANNUAL REVIEW OF THE PARISH COUNCIL RISK ASSESSMENT**
 - a. To Consider Adopting a Financial Internal Control Policy to replace the out of date Financial Risk Assessment.
 - b. To Review the Parish Council Risk Management/Risk Assessment.
 - c. To Review the Parish Council GDPR Risk Assessment

9. FINANCE

- a. Statement of Accounts
- b. Half Year Internal Audit to be carried out by Cllr McConville
- c. To Approve the Internal Auditors Heelis & Lodge to carry out the Internal Audit of the year end accounts April 2023 to March 2024
- d. Clerks Pay, P30 & Expenses – Invoices to pay
- e. To Adopt and Approve an Annual Payments Schedule going forward, so that payments can be made outside of Parish Council meetings as Financial Order 5.6 states.
- f. The Above Payments to then be reported on a Monthly Payments Schedule

10. TO RECEIVE REPORTS FROM EAST SUFFOLK DISTRICT COUNCILLOR SALLY NOBLE & COUNTY COUNCILLOR STEPHEN BURROUGHES.

11. REPORTS FROM PARISH REPRESENTATIVES

Energy Projects – Cllr Richard Cooper

SALC - Cllr Bensley

Planning to include planning applications etc - Chairman

Firs Bowling Green - Chairman

Footpaths & Access – Cllr Sam Catling

Highways – Cllr Sam Catling

Framlingham and Wickham Market Community Partnership – Cllr Richard Cooper

Environmental Dimension of all other Policies – Cllr Sam Catling

12. CORRESPONDENCE

13. ANY OTHER BUSINESS

14. DATE OF NEXT MEETING