



**COUNCILLORS ARE SUMMONED TO ATTEND AND MEMBERS OF  
THE PUBLIC INVITED TO A MEETING OF**

**PETTISTREE PARISH COUNCIL**

**ON 12 SEPTEMBER 2024 AT 7PM, PARISH ROOM, PETTISTREE**

**AGENDA**

1. **PRESENT AND APOLOGIES**
2. **SIGNATURE OF DECLARATION OF ACCEPTANCE OF OFFICE FORM**
3. **COMMENTS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS AND  
TO RAISE ISSUES FOR FUTURE MEETINGS**
4. **RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
5. **RECEIVE ANY CHANGES TO MEMBERS' INTERESTS**
6. **RECEIVE ANY DECLARATION OF INTEREST IN RELATION TO ITEMS ON  
THE AGENDA**
7. **APPROVE THE MINUTES OF THE MEETING ON 18 JULY 2024**
8. **FINANCE MATTERS:**
  - 8.1. Confirmation of Bank Account Balances (£17,965.15 & £12,301.07) (31 August 2024)
  - 8.2. Confirmation of Receipt of Bank Interest (£46.00) (2 September 2024)
  - 8.3. Review of Receipts/Budget & Payments/Budget Reports (31 August 2024)
  - 8.4. Review & Approval of Bank Reconciliation (31 August 2024)
  - 8.5. Lloyds Bank Online for Business Forms Submission Update
  - 8.6. Review & Approval of Annual Insurance Cover (1 October 2024)
  - 8.7. Review & Approval of Payments & Signing of Cheques
9. **REVIEW COUNCILLORS' ROLES AND RESPONSIBILITIES**

- 10. UPDATE ON ACTIONS FROM THE PREVIOUS MEETING:**
  - 10.1. HGV movements in the village
  - 10.2. BSR Energy - signing of CBA
  - 10.3. CIL monies – refurbishment of Church Room
  - 10.4. Progress on website creation by Suffolk Cloud
- 11. DISCUSS TREES ON THE VILLAGE GREEN AND DECIDE IF A TREE SAFETY REPORT SHOULD BE COMMISSIONED**
- 12. DISCUSS MAINTENANCE OF BUS SHELTERS**
- 13. DISCUSS WHETHER “PETTISTREE PEOPLE” SHOULD BE PUBLISHED IN PAPER AND / OR WEBSITE EDITIONS**
- 14. PLANNING MATTERS – to note ESC consultation request on:**
  - 14.1. **DC/24/2807/TCA**; Home Farm Barn, Grove Road, Pettistree, IP13 0HY; 1no. Oak (in back garden) - Crown reduce to 3.5 metres in height and width.
  - 14.2. **DC/24/2955/LBC**; Pettistree Lodge, The Street, Pettistree, IP13 0HX; Listed Building Consent - Replacement of 2 No first floor windows in the South Elevation of Pettistree Lodge with new/replacement windows.
- 15. CONSIDER AGENDA ITEMS FOR FUTURE MEETINGS**
- 16. TO CONFIRM DATES OF FUTURE MEETING(S)**  
7 November 2024; 9 January 2025; and 13 March 2025.