



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

PETTISTREE PARISH COUNCIL

ON 9 JANUARY 2025 AT 7PM AT THE VILLAGE HALL, PETTISTREE

AGENDA

- 1. PRESENT AND APOLOGIES**
- 2. COMMENTS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS AND TO RAISE ISSUES FOR FUTURE MEETINGS**
- 3. RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
- 4. RECEIVE ANY CHANGES TO MEMBERS' INTERESTS**
- 5. RECEIVE ANY DECLARATION OF INTEREST IN RELATION TO ITEMS ON THE AGENDA**
- 6. APPROVE THE MINUTES OF THE MEETING ON 28 NOVEMBER 2024**
- 7. FINANCE MATTERS:**
 - 7.1. Confirmation of Bank Account Balances (£25,782.56 & £12,393.24) (29 Dec 24)
 - 7.2. Confirmation of Receipt of Bank Interest (£46.17) (2 Dec 24)
 - 7.3. Review of Receipts/Budget & Payments/Budget Reports (29 Dec 24)
 - 7.4. Review & Approval of Bank Reconciliation (29 Dec 24)
 - 7.5. Review & Approval of Budget, Precept & Reserves (2025/26)
 - 7.6. Consideration of Precept Request Form Submission (27 Jan 25)
 - 7.7. Collection of Lloyds Online Banking Signatures & Movement of Funds
 - 7.8. Review & Approval of Internal Controls Checklist (2024/25) & Lead Appointment
 - 7.9. Review & Approval of Payments & Signing of Cheques
- 8. UPDATE ON ACTIONS FROM THE PREVIOUS MEETING:**
 - 8.1. Solar Park – consider correspondence received 19 December 2024

- 8.2. Village Green update
- 8.3. Footpaths update
- 8.4. Parish Room update
- 8.5. Kennels update
- 8.6. Roads update

- 9. REVIEW AND UPDATE COUNCIL POLICIES:**
 - 9.1. Reserves Policy
 - 9.2. Financial Regulations 24-25 - amendments to match the 2024 NALC template

- 10. PLANNING MATTERS**
 - 10.1. To note ESC consultation request on DC/24/4350/FUL; Low Farm Byng Lane Pettistree IP13 0JE; construction of residential annexe and installation of private package sewage treatment plant
 - 10.2. To discuss and decide whether to make representations on DC/24/4217/CLP; land parcel at Melton Lodge Farm East of Lower Ufford Road Pettistree IP13 0NJ; certificate of Lawful use (Proposed) - use of the land for Class BC - temporary recreational campsites up to 50 pitches over 60 days per calendar year

- 11. CONSIDER AGENDA ITEMS FOR FUTURE MEETINGS**

- 12. CONFIRM DATES OF NEXT MEETING**
13 March 2025

- 13. FIX DATES FOR THE ANNUAL PARISH MEETING AND AGM 2025**