



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

**PETTISTREE PARISH COUNCIL**

**ON 13 MARCH 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. CONSIDER APPLICATIONS FOR CO-OPTION OF NEW COUNCILLOR**
- 7. APPROVE THE MINUTES OF THE MEETING ON 9 JANUARY 2025**
- 8. FINANCE MATTERS:**
  - 8.1. Confirmation of Bank Account Balances (£37,294.07, £0.00 & £20.00) (26 February 2025)
  - 8.2. Review & Approval of Implementation of Internal Audit Recommendations (2023/24)
  - 8.3. Review & Approval of SALC Internal Audit Letter of Engagement (2024/25)
  - 8.4. Review & Approval of Completed Internal Controls Checklist (2024/25)
  - 8.5. Review & Approval of Annual CIL Report (2024/25)
  - 8.6. Confirmation of AGAR Form 3 Mandatory Completion & External Audit (2024/25)

- 8.7. Transfer of Council Funds to Lloyds Community Account (£37,294.07) & Signing of Cheque
- 8.8. Approval of Payments & Online Authorisation Arrangements
- 9. UPDATE ON ACTIONS FROM THE PREVIOUS MEETING:**
  - 9.1. Solar Park
- 10. DISCUSS TREE WORK ON VILLAGE GREEN**
- 11. DISCUSS HGV MOVEMENTS IN VILLAGE – INCLUDING DAMAGE TO VERGES**
- 12. DISCUSS ARRANGEMENTS FOR ANNUAL PARISH MEETING**
- 13. REVIEW AND UPDATE COUNCIL POLICIES:**
  - 13.1. Risk Register
  - 13.2. Code of Conduct
  - 13.3. Website Accessibility Statement
  - 13.4. Financial Regulations
- 14. PLANNING MATTERS: TO NOTE ESC CONSULTATION REQUESTS ON:**
  - 14.1. **DC/24/4319/FUL**; Park Farm, Loudham Hall Road, Pettistree, IP13 0NW; Extension and Conversion of 'The Stables' to residential annexe
  - 14.2. **DC/25/0177/FUL & DC/25/0178/LBC**; Planning application and Listed Building Consent for Church Cottage, Walnuts Lane, Pettistree, IP13 0HR; Installation of plastic bunded oil tank & base. Creation of internal plant room comprising new building services/boiler. Installation of radiators. Installation of external flue. Remodelling of principle bathroom. Removal of concrete render to cottage and replacement with breathable insulations and lime render finishes.
  - 14.3. **DC/25/0399/FUL & DC/25/0007/LBC**; Planning application and application for Listed Building Consent for The Clock House, The Street, Pettistree, IP13 0HU; Alterations to the boundary wall that separates the land of the The Clock House and The Lodge.
- 15. CONSIDER AGENDA ITEMS FOR FUTURE MEETINGS**
- 16. CONFIRM DATES OF NEXT MEETING**