

BRANDESTON PARISH COUNCIL

Clerk/RFO: Catherine Bacon 07810 301899 parish.clerk@brandeston.net

Dear Councillors

You are requested to attend a virtual Meeting of Brandeston Parish Council to be held on Monday, **8th June 2019 at 7.30pm**. Due to continuing Covid-19 restrictions the meeting will not be open to the public. NB Note change of day for 2020/21

Signed



Catherine Bacon
Clerk/RFO

AGENDA

2/20-21/1 Welcome from the Chairman

2/20-21/2 To receive and accept apologies for absence

2/20-21/3 To receive any Declarations of Interest

2/20-21/4 To receive and sign as a true record the minutes of the APCM held 29th May 2020
(Circulated and on website)

2/20-21/5 To receive a report from County Councillor Vickery

2/20-21/6 To receive a report from East Suffolk Councillor Cooke

2/20-21/7 Financial Matters – Clerk/RFO

- a) Bank reconciliation for Parish Council Account
- b) Bank reconciliation for the 100+ Account
- c) Update on Cllr William signatory progress Payments for authorisation
- d) Confirmation that Richard Martin will continue to care for the triangle at the Queen
- e) To approve additional wording for the Financial Risk Assessment to include using Internet Banking *(RFO and Councillor Williams)*
- f) To approve payment of Data Protection fee (£40) to Information Commissioner's Office

2/20-21/8 Year end 2019/20

- a) Feedback from RFO from SALC Internal Audit
- b) Report from RFO on Audit process from PKF Littlejohn

2/20-21/9 Oral reports from Councillors

- a) Environment; feedback from SCC regarding mowing verges (*Councillor Locke*)
- b) Highways: statistics (*Councillors R Mitson-Woods and Fletcher*)
- c) Highways: feedback from SCC regarding implementing signs for Mill Lane (*Councillor R Mitson-Woods*)
- d) Village hall; update on reopening (*Councillor Baker*)

2/20-21/10 Progress of the purchase of a Dog Bin at top of Old Maid's Lane (*RFO and Councillor M Mitson-Woods*)

2/1920/ Date of Next Meeting Monday 13th July 2019