**SWEFLING PARISH COUNCIL**

**Councillors are summoned to attend a meeting of the Parish Council.**

**Location: Sweffling Village Hut, The Street, Sweffling, IP17 2BN**

**Date: Tuesday 11th July 2023 Time: 7:30pm**

**AGENDA**

1. **Attendance and apologies: to receive and accept councillors’ apologies.**

**2. To receive declarations of interest & to consider requests for dispensations:**

**3. Minutes of the previous meeting:**

a) To resolve that the minutes of the meeting held on 11/6/23 are a correct record and that accordingly, the Chair be authorised to sign off the same.

b) Matters arising from the minutes.

**4. Public participation incl. Police, District and County Councillors’ report**

Welcome to PC Amy Yeldham 1330 our new Community Engagement Officer, who will speak on Crime Prevention and Neighbourhood Watch.

**5. Revisiting and up-dating remaining policies, not covered at EGM**

1. Internal Control Policy for adoption.(AD)
2. Risk Assessment for Jubilee Field (LJ)

**6. Appointment of councillors’ general responsibilities**

Liaison with other organisations, safeguarding, finances, etc.

**7. Appointment of Councillors with responsibility for inspection of physical assets for regular maintenance.**

See asset register.

**8. Village Matters**

1. Sale of mower (SA**)**
2. Parish Council noticeboard (AD)

**8. Finances**

1. To receive income since last meeting
2. To approve invoices presented, and cheques to be signed.
3. To approve and accept payments since last meeting
4. Statement of Barclays Bank: Current and Community accounts

**6. Planning Matters (if applicable).**

Report on ESC Planning Forum (held 7th July) - AL & AC (clerk)

**7. Decision on SPC ‘Headed Notepaper’ from designs by Sue Ashurst.**

**8. Correspondence**

**9. Questions to the chair**

**10. To Confirm the next meeting of the Parish Council - Tuesday 12th September at 7:30pm.**