

Cratfield Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Cratfield Village Hall

Tuesday 11th March 2025 at 7.30 pm

PUBLIC FORUM

A. County & District Councillors' Reports

All reports can be found on CPC's website: <http://cratfield.onesuffolk.net>

B. Parishioners' Matters of Concern

Members of the public are welcome to come to the meeting and ask questions.

AGENDA

1. To Approve Apologies for Absence
2. To Record Declarations of Interests and to Consider Requests for Dispensation
3. To Approve the Minutes from the Meeting held on Tuesday 14th January 2025
4. To Consider Co-option to fill the Casual Vacancy
5. Finance
 - a) To Receive the Financial & Budget Reports and Approve Income & Expenditure
 - b) To Consider Grant Requests
 - c) To Consider the General Reserves
 - d) To Note the Internal Audit Date – 23rd April 2025
 - e) Play Area Swings & Rubber Chippings Grant - *update*

6. Planning Applications and Decisions

To review the listed Planning Applications and any additional Applications received after the Agenda is published.

Applications

None

Decisions

None

7. Annual Review of Policies and Statutory Documents

- a) Allotment Tenancy Policy
- b) Asset Register
- c) Code of Conduct Policy
- d) Data Retention and Disposal Policy
- e) Financial Regulations Policy – *updated regulations April 2024*
- f) Financial Reserves Policy
- g) Freedom of Information & Publication Scheme Policy
- h) General Data Protection Regulations Policy
- i) Internal Control Statement
- j) Online Banking Policy
- k) Parish Council Risk Assessment
- l) Planning Procedure Policy
- m) Play Area and Millennium Meadow Policy
- n) Standing Orders
- o) Subject Access Request and Procedure Policy

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8. Village Matters

- a) Play Area
- b) Millenium Meadow Maintenance
 - Hedge Maintenance
- c) Village Maintenance
- d) Footpath Issues
- e) Allotment Vacancy - *update*
- f) SCC Footpath Leaflet/Map - *update*

9. Correspondence

10. Any Other Business (*For discussion only – the Council cannot make decisions on these items unless on the agenda*)

- a) ESC Town & Parish Planning Forum – *TA update*
- b) Mid-Summer Madness – *TA update*
- c) Bike Tool Store Information
- d) Defibrillator – *update*
- e) Clerk's Laptop – Purchased 10th January 2017
- f) Website Statistics 2025

11. Items for the Next Agenda

12. To Confirm the Meeting Dates

- Tuesday 13th May 2025 at 7.30 pm – *Annual Parish Meeting & Annual Parish Council Meeting*
- Tuesday 8th July 2025 at 7.30 pm
- Tuesday 9th September 2025 at 7.30 pm
- Tuesday 11th November 2025 at 7.30 pm

S. G. Chapman

Sally Chapman

Clerk to Cratfield Parish Council

Date: 5th March 2025