

WICKHAM MARKET PARISH COUNCIL

CHAIR: GEMMA DEMPSEY-GRAY

NOTICE OF MEETING

To members of the Council: You are hereby summoned to attend the Wickham Market Parish Council Meeting which will be held in the Village Hall Committee room on:

Monday 18 March 2024 at 19:00

Alistair Besly, Parish Clerk 8 March 2024

Hill House, Shop Lane, Little Glemham, Woodbridge, IP13 0BD

Website: <https://wickhammarketpc.com/>

Email: clerk@wickhammarketpc.com



Agenda 18 March 2024 (Embedded hyperlinks open the documents published)

FC23: 143 Present from the Council:	Chair
FC23: 144 Present from the Public:	Chair
FC23: 145 Open Public Forum session (3 minutes per person):	Chair
FC23: 146 Apologies for Absence:	Chair
FC23: 147 Declarations of Interest in items on the agenda:	Chair
FC23: 148 Proposal to approve the minutes of the Parish Council meeting on 15 January 2024	Chair
FC23: 149 Suffolk County Council (SCC) Councillors Report	Alexander Nicoll
FC23: 150 East Suffolk Council (ESC) Councillors Report: Published	Sally Noble
FC23: 151 Chair's Report: To be published	Chair
FC23: 152 Receive the minutes of Committee meetings since the last Full Council:	Chair
152.1 Environment and Leisure Committee Meeting 12 February 24.	Cllr Dempsey-Gray
152.2 Planning committee meetings 24 January 24 and 13 February 24	Cllr Jenkinson
152.3 Finance & General Purpose committee 4 March 24	Cllr Chenery
FC23: 153 Clerk's Report: Published	Clerk
FC23: 154 Markets Report: Published	Deputy Clerk
FC23: 155 Climate Action Report To be published	Cllr Dempsey-Gray
FC23: 156 Finance Report	Clerk
156.1 Review Finance Report and approve Payments Schedule: Published	
156.2 Review and approve Bank Reconciliation: Published	
156.3 Review Summary Financial Statement: Published	
156.4 Proposal to approve Updated asset register: Published	
156.5 Proposal to pay ESSL invoice of £7,298.54 for cemetery maintenance	
156.6 Proposal to Ratify the engagement of R&A Driveways to repair village hall access and pay invoice of £2,022.27 plus VAT	
156.7 Proposal to purchase advertising swing boards using ESTI funding Published	
156.8 Proposal to pay AB Trees invoice for approved work EL23:59.1 £2,260	
FC23: 157 Emergency Plan Report To be published	Cllr Huggins
FC23: 158 Governance: Proposal to approve the following Governance documents	F&GP Committee
158.1 New Data Protection and Information management Policy: Published	
158.2 New Risk Management Policy: Published	
158.3 Updated Financial Risk Assessment: Published	
158.4 Internal Control Statement and Report for 2023-24: Published	
158.5 Financial Regulations changes to Support Electronic Payments: Published	
158.6 Grant Awarding Policy Published	
158.7 Grant Application Published	
158.8 New Training Policy: Published	
158.9 New Councillor Induction pack (11 quick reference guides): Published	
FC23: 159 Audit	
159.1 Proposal to appoint Heelis & Lodge as Internal Auditors	Chair
159.2 Proposal to agree the effectiveness of internal audit: Published	Chair
FC23: 160 Proposal to dissolve the Environment and Leisure Committee and create a Working Group in its place: Published	Chair
FC23: 161 Proposal to create a Joint Village Hall Modernisation Committee	Chair
161.1 Proposal to approve terms of reference for this committee Held Over	Chair
161.2 Proposal to appoint members and a Chair to this committee Held Over	Chair
161.3 Village Hall Modernisation Project update Published	
FC23: 162 Proposal to install seating and bins on the Hill using ESTI funding £2,120	Cllr Noble (ESC)
FC23: 163 Proposal for WMPC to sign the revised Sizewell C Deed of Covenant Published	
FC23: 164 Proposal for Councillor Training: Agree format and dates	Cllr Chenery
FC23: 165 Proposal to nominate a lead for "Plug In Suffolk" should the Council wish to apply	
FC23: 166 Consider grant application from Good Neighbours with a view to proposing it should be approved Published	
FC23: 167 Reporting Items for the next meeting	
FC23: 168 Date of next meeting:	