



Lakenheath Parish Council
The Parish Office
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**LAKENHEATH PARISH COUNCIL
ANNUAL GENERAL MEETING OF THE PARISH COUNCIL AND THE MEETING OF THE PARISH
COUNCIL IMMEDIATELY FOLLOWING THE AGM
METHODIST CHAPEL, BACK STREET, LAKENHEATH
TO BE HELD ON MONDAY 15th May 2023 at 7pm in the Methodist Chapel, Back Street,
Lakenheath**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND

2023/01 **Election of Chair and signing of Acceptance of Office**

2023/02 **Election of Vice Chair and signing of Acceptance of Office**

2023/03 **Apologies for Absence**

2023/04 **Minutes of the 2022 APM (PAPER A)**

2023/05 **Signing of Declarations of Acceptance of Office**

2023/06 **Signing of Registers of Members Interests**

2023/07 **Chairman's Report 2022-2023**

2023/08 **Election of LPC Cemetery Committee**

2022-2023 The members of the Cemetery Committee were: Cllr J Hastings, Cllr A Gyte, Cllr I Frost, Chairman

2023/09 **Election of LPC Planning Sub-Committee**

2022-2023 The members of the Planning Committee were: Cllr W Overy, Cllr A Gyte, Cllr J Cahill, Chairman LPC (note 2023-4 Cllr Cahill has confirmed her resignation)

2023/10 **To consider the adoption of the General Power of Competence (PAPER B)**

2023/11 **Election of LPC Representative to Village Hall (Peace Memorial Hall) Management Committee**

2023/12 **Election of LPC Representative to Howard Evans Trust**

2023/13 **Confirmation of LPC Representative School Link** (Cllr W Overy)

2023/14 **Confirmation of LPC Representatives on LPC Emergency Plan Committee**

2023/15 **Confirmation that LPC Policies and Procedures will be reviewed during the forthcoming year**

First Ordinary Meeting of the Lakenheath Parish Council 15th May 2023

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND. The public may make their views known at the second item on this Agenda Public Participation. Three minutes are allotted for each person, the public may not speak at any other time

2023/16 **Confirmation of accuracy of Minutes of Meeting held on 3rd April 2023 (PAPER C)**

2023/17 **Public Participation: Representations from Members of the Public**

Limited to 3 minutes each person: it is advised that generally no decisions will be made

2023/18 **Reports & Questions**

- (a) Update from Sqn Leader S Geary
- (b) Update from West Suffolk District Councillor(s)
- (c) Update from Suffolk County Councillor

2023/19 **Financial Matters PAPERS TO FOLLOW**

- (a) Payments of Accounts
- (b) The Bank Reconciliation
- (c) Approval of Accounts year ending 31 March 2023
- (d) The Annual return – Section 1 Annual Governance: Chairman and Clerk to sign
- (e) The Annual Return – Section 2 Accounting Statements: Chairman and Clerk to sign
- (f) Confirmation of the Lloyds Bank Signatories: bank signatories for forthcoming year are:
Cllr I Frost, Cllr G Kelly, Cllr J Cahill and Cllr J Hastings

2023/20 **Subscriptions:**

- (a) To consider re-subscription to Suffolk Association of Local Councils
- (b) To consider re-subscription to Clerk and Council Direct

2023/21 **Planning Matters**

- (a) To receive the Notes from the LPC Planning meeting held on 3rd May 2023 (**PAPER D**)

2023/22 **Reports**

To receive reports from:

- (a) Chairman/ Clerk
- (b) Neighbourhood Plan Committee including High Street Regeneration Scheme
- (c) Business Forum
- (d) Environmental update: to include litter pick and signage
- (e) Speedwatch team
- (f) Mobile network infrastructure
- (g) Lakenheath Streetlights
- (h) Playground inspection (**PAPER E**)

2023/23 **Lakenheath Cemetery**

- (a) To receive a report from the LPC Cemetery Committee.

2023/24 **Casual vacancies and contact**

- (a) To instruct the Clerk to proceed with candidate protocols as two casual vacancies have occurred.
- (b) To consider which information should be in the public domain to allow the public to contact Councillors.

2023/25 **To consider any Grant Requests**

- (a) Lakenheath Silver Band (**PAPERS at F**)

2023/26 **Annual Parish Assembly**

- (a) To confirm date **Friday 26th May 2023 6pm** at the Peace Memorial Hall.
- (b) To agree a refreshment budget.

2023/27 **Correspondence**

- (a) Consultation on Brandon Woodland Project (**PAPER G**)
- (b) Review of the LPC Emergency Plan – advice from Vince Williams, Emergency Planning Officer, Suffolk County Council (**PAPER H**)

2023/28 **Items for Future Meetings**

2023/29 **Such other business which, in the opinion of the Chairman,** should be considered as a matter of urgency

2023/30 **Information**

2023/31 **To consider excluding the public due to the confidential/ sensitive nature** of the next agenda subjects