

**Agenda: 17.11.2021**  
**SUDBOROUGH PARISH COUNCIL**

Clerk: Mr Adam Fox, 68 Setters Way, Roade, NN7 2QQ  
e-mail: [SudboroughParishCouncil@gmail.com](mailto:SudboroughParishCouncil@gmail.com)

Chairwoman Jacqui Colbourne Vice-Chairman Robert Dixon Cllr Iain Brown Cllr Susan Haddaway	are hereby summonsed to an Ordinary Meeting of The Parish Council <b>at 19:00</b> on <b>Wednesday 17<sup>th</sup> of November, 2021</b> <b>at Francis Giffen Memorial Hall</b>
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**Clerk's Report available online, on request, and at the meeting**

Meeting opened:

21/138 - To receive and accept any apologies
21/139 - Approval of the minutes from 26/10/2021
21/140 - Public session
21/141 - Correspondences requiring response
21/142 - Declarations of interest & requests for dispensation
21/143 - Responses to the public session and correspondences
21/144 - Finance <ul style="list-style-type: none"><li>a) Report from the RFO</li><li>b) Complete paperwork to update bank account to all current councillors</li><li>c) Payments to approve<ul style="list-style-type: none"><li>i. £145 Annual Website Maintenance and Hosting</li><li>ii. £401.60 Clerk's Salary - Oct &amp; Nov</li><li>iii. £68 NCALC training courses</li><li>iv. £134.37 EON</li><li>v. £704.23 Public Works Loan Board</li></ul></li></ul>
21/145 - Planning <ul style="list-style-type: none"><li>a) 20/01573/FUL Roof for existing equestrian turnout area (retrospective)</li></ul>
21/146 - Resolve ordinary meeting dates and to book and pay the village hall in advance <ul style="list-style-type: none"><li>a. 19/01/2022</li><li>b. 16/03/2022</li><li>c. 18/05/2022</li><li>d. 20/07/2022</li><li>e. 21/09/2022</li><li>f. 16/11/2022</li></ul>
21/147 - Renew CPRE membership at £36 per year

Please note, Members of the Public and Press are welcome to attend. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.

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21/148 - Resolve to purchase Microsoft 365 Business Basic for the full council at £3.80 user/month
21/149 - Resolve for any action following the closure of the village pub
21/149 - Agree a budget
21/150 - Agree a precept
21/151 - Training a. "Off to a Flying Start" for Cllr Haddaway £44
21/152 - Resolve to reimburse Clerk for purchase of fireproof storage for Council records from Amazon for a maximum of £50
21/153 - Resolve to create Jubilee Planning Committee or working party and members and first meeting date
21/154 - Resolve enquiries to make for using the "village green" (but preserving the view) or the land opposite the Roundhouse for the Jubilee Tree
21/155 - Quality of Gigaclear's work on the pavements
21/156 - Attending to vegetation overgrowth in the village
21/157 - Resolve how to proceed with the Welcome Pack draft
21/158 - Resolve to send joint Christmas card with Village Hall
21/159 - Resolve to proceed with the village map proposal
21/160 - Resolve responsibility for the village defibrillator
21/161 - Potential for action following Councillor Dixon's meeting with the Cowthick developers on 15/11/2021
21/162 - Co-opt a candidate to fill the casual vacancy created by Steven Chisholm resignation. Potential for a closed session to discuss applicants as this may include personal data
21/163 - Close. Next ordinary meeting :

*AFox*

Adam Fox, Clerk to Sudborough Parish Council

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