

**The Parish Councillors of DALHAM PARISH COUNCIL are summoned to attend a Parish Council meeting on Thursday 17<sup>th</sup> November 2022 commencing at 7.30pm in Dalham Village Hall, Dalham.**  
**Members of the public are welcome to join the meeting and can speak during the public forum, thereafter, the public are welcome to stay and observe the meeting but may not address the council.**

### AGENDA

1.	Chairman's welcome and opening statement.
2.	Apologies – To receive and accept apologies and reason for absence.
3.	Declarations of interests and to note the determination of requests for dispensations.
4.	PUBLIC FORUM – a) To receive questions and matters of concern from members of the public in attendance on the agenda. b) To receive comments or questions relating to Dalham in general.
5.	To receive and approve the minutes of the last parish meeting held on 29 <sup>th</sup> September 2022. <i>(Paper copies to be signed off by the Chairman for the file)</i>
6.	REPORTS FOR INFORMATION – a) Report from County Councillor – Andy Drummond. b) Report from District Councillor - Mike Chester.
7.	Police Matters – To receive reports of interest to Dalham.
8.	Matters arising from Minutes of the meeting – This covers any updates of actions agreed at the last meeting which are not an agenda item. a) To note the clerk has sent an email to Suffolk Running Club. b) To note that Highways have cleared the drains on Denham Hill.
9.	To receive and consider all financial matters coming forth from the RFO – a) To approve items for payment – future and retrospective. b) To note the accounts paid since the last meeting. c) To consider and receive the Bank Reconciliations for period ending 31.10.22. d) To approve and sign the internal controls checklist. e) To consider and receive a 6mth budget review. f) To consider precept recommendation with the final figure to be authorised at the January meeting.
10.	To receive and consider matters relating to the following: a) Volunteer projects – to receive an update and consider projects that require attention throughout the village: <ul style="list-style-type: none"><li>• Erecting footpath posts.</li><li>• Discovering Suffolk – to continue discussions regarding the installation of new QR code plaques to rights of way fingerposts and approve the suggested website links.</li></ul> b) Malt Kiln - to receive an update from Cllr Petchey regarding the approved final draft of the wording for the Malt Kiln sign and to consider a proposal to be put forward by Cllr Petchey regarding QR links to information pertinent to historical sites and/or information related to the parish of Dalham and Dunstall Green.

*Antonia King*

Antonia King, Proper Officer to the Council.

13.11.2022

## Dalham Parish Council

Parish Clerk: Antonia King

Cocks Head House, Wickhambrook Road, Hargrave, Suffolk, IP29 5JB

Email: [dalhamparishcouncil@yahoo.co.uk](mailto:dalhamparishcouncil@yahoo.co.uk)

Website: <http://dalham.onesuffolk.net/>

	<p>c) Speed and Safety:</p> <ul style="list-style-type: none"><li>• To receive an update from Cllr Petchey and Cllr Padman following their site meeting with Darren Smith, Design Engineer from Suffolk Highways.</li><li>• To receive an update regarding the possibility of erecting an 'ice' warning sign on Denham Hill.</li><li>• To note the email forwarded regarding the schedule for the ANPR deployment.</li></ul> <p>d) Footpaths:</p> <ul style="list-style-type: none"><li>• To receive an update regarding the old path linking Dunstall Green to Denham Road following an email sent to Mary George, Senior Definitive Map Officer, Suffolk County Council.</li></ul> <p>e) Fixed Asset Inspection:</p> <ul style="list-style-type: none"><li>• To receive an update from Cllr Ward following her recent inspection of fixed assets within the village and consider appropriate action where necessary.</li><li>• To receive an update from Cllr Riddell following the email received regarding the recall of the defibrillator.</li></ul> <p>f) Policies and Procedures:</p> <ul style="list-style-type: none"><li>• To undertake the annual review of the Council policies and procedures that are published on the parish council website.<ul style="list-style-type: none"><li>○ Standing Orders</li><li>○ Media Policy</li><li>○ General Privacy Policy</li><li>○ Equality Diversity Policy</li><li>○ Environmental Policy</li><li>○ Data Security Breach Policy</li><li>○ SAR Procedures</li><li>○ SAR Policy</li><li>○ Data Retention Policy</li><li>○ Lawful Processing Policy</li><li>○ Communication Policy</li><li>○ Contact Privacy Notice</li><li>○ Internet banking Policy</li><li>○ Complaints Procedure</li><li>○ Co Option Policy</li><li>○ Protocol for Dealing with Correspondence</li><li>○ Procedure for Handling Requests for Information</li><li>○ Persistent and Vexatious Complaints and Correspondence Policy</li><li>○ Filming and Recording at Meetings Policy</li><li>○ Freedom of Information Publication Scheme</li><li>○ Data Protection Policy</li></ul></li></ul>
11.	Planning Applications to be considered by the council: <b>DC/22/1911/TCA Trees in a conservation area notification - one Laburnum (T1 on plan) - fell Location - 36 The Street, Dalham, Suffolk, CB8 8TF</b>
12.	To receive any items of correspondence not previously circulated.
13.	Items for discussion at the next meeting.

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14.	<p>Date of future meetings:</p> <ul style="list-style-type: none"><li>a) To approve the suggested meeting dates for 2023: January 19<sup>th</sup> March 16<sup>th</sup> May 18<sup>th</sup> July 20<sup>th</sup> Sept 21<sup>st</sup> Nov 16<sup>th</sup></li><li>b) Next meeting – Thursday 19<sup>th</sup> January 2022, 7.30pm Dalham Village Hall.</li></ul>
15.	<p>Under the Public Bodies (admission to meetings) Act 1960, the public are excluded from the meeting due to the confidential nature of the business to be discussed:</p> <ul style="list-style-type: none"><li>a) To receive an update regarding the recruitment of a new clerk.</li></ul>
16.	<p>Close of meeting.</p>

*Antonia King*

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