

# Notice of Meeting and Summons to Councillors to Attend an Ordinary Great Finborough Parish Council Meeting

Dear Councillor

You are summoned to attend a Parish Council meeting of Great Finborough Parish Council, to be held in the **Ground floor Meeting Room** at the **Pettiward Hall** on **Monday 14<sup>th</sup> October 2024 at 7.30pm 2024.**

**L Luther**  
**Parish Clerk**  
**Tel: 07702 132061**  
**email – finboroughparishclerk@gmail.com**

## AGENDA

- 1) To receive apologies for Absence.
- 2) To receive Councillor's declarations of interests.
- 3) To receive and note requests and determination for any Applications for Dispensation relating to declarations.
- 4) To approve the Minutes of the previous meeting held on 9<sup>th</sup> September 2024 as a true and accurate record.
- 5) **Public Participation Session** – *Limited to 15 minutes with 3 minutes per person.*  
*Members of the public may raise any matter affecting the parish.*
- 6) To receive the **County Councillor's Report** – *County Cllr Penny Otton*
- 7) To receive the **District Councillor's Report** – *District Cllr John Matthissen*
- 8) **Planning**
  - a) To consider planning consultation request:
    - i) DC/24/04103 – Cagman's Farm, FUL change of use and construction of access
    - ii) DC/24/04231 – Finborough School – FUL – erection of single storey dormitory block, land change of use to educational purposes and single storey extensions to two teaching blocks.
  - b) To note decision made relating to DC/24/02758 – Land South of Buxhall Lodge
  - c) Any other planning matters
- 9) **Clerk's Report**
  - a) CIL Receipt to be noted £5,426.39 expected to be received after 15<sup>th</sup> October 2024.
  - b) April meeting date needs to be changed to either 7<sup>th</sup> April or 28<sup>th</sup> April.
- 10) **Highways**
  - a) **Buxhall Road** - Water egress issue update from Cllr Otton.
- 11) **Finance**
  - a) To approve the Bank Reconciliation and Finance report for September 2024

b) To authorise payments and note receipts as appropriate including staff salaries for September, Gipping Press £225, Website Domain renewal £18, Water Bill £28.18, Insurance £700.74, Top Garden £1,152 (4 months).

**12) Village Maintenance & Open Space Management Working Group**

- a) Work party update
- b) Nov date
- c) Brick repairs to bridge
- d) Ditch at Birch clump maintenance
- e) Village Marquee – replacement to be discussed.

**13) Flood Working Group**

**14) CIL Expenditure**

**15) Footpaths**

Update on appointing a new Footpath Warden

**16) Correspondence**

**17) Biodiversity Action Plan**

**18) Emergency Plan**

**19) Pettiward Hall**

**20) Matters to be brought to the attention of the Parish Council – *Items for consideration and/or inclusion on the next agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.***

**21) Date of next ordinary meeting – Monday 11<sup>th</sup> November at 7.30pm**

**For enquiries about the meeting, please contact Lacey Luther, Parish Clerk  
Tel: 07702 132061 or email: [finboroughparishclerk@gmail.com](mailto:finboroughparishclerk@gmail.com)**