

# **TOSTOCK PARISH COUNCIL**

**An Ordinary Meeting of the Parish Council will be held on  
Tuesday 11 March 2025 at 7.30pm  
in Tostock Village Hall**

**Members of the Council:** are hereby summoned to attend for the purpose of transacting the business below.

**Members of the Public:** are very welcome to attend and may address the Council under item five.

*Reporting on Meetings: except where members of the public are excluded due to the confidential nature of the business being considered, any person may film, photograph, audio record or use social media to report on Council meetings. Any person intending to report in this way is asked to notify the Clerk or Chair before the start of the meeting.*

## **AGENDA**

- 25.03.01 To receive any apologies for absence.
- 25.03.02 **Declarations of Interest and Dispensations:**  
02.1 To receive from Members any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.  
02.2 To receive written requests for dispensations for disclosable pecuniary interests (if any).  
02.3 To grant any requests for dispensation as appropriate.
- 25.03.03 **To approve the minutes of the Ordinary Meeting of the Parish Council held on 14 January 2025.**
- 25.03.04 To receive reports from:  
04.1 County Councillor.  
04.2 District Councillors.
- 25.03.05 **To invite public questions or comment on any matter on this agenda.**  
(NB: up to three minutes per speaker permitted)
- 25.03.06 **Correspondence - report from Cllr Storey.**
- 25.03.07 **Finance:**  
07.1 To receive the Clerk's report as Responsible Financial Officer including bank reconciliation.  
07.2 To authorise payments as presented and to note income received.  
07.3 To review the latest position with Community Infrastructure Levy funding and to consider plans for its spending.  
07.4 To invoke Council Financial Regulation 6.6 which states, "*For each financial year the RFO may draw up a schedule of regular payments due in relation to a continuing contract or obligation, such as salaries, PAYE, National Insurance, pension contributions, regular maintenance contracts and similar items, which the Council may authorise in advance for the year.*" to enable the Clerk to make each of the following 2025-2026

## **TOSTOCK PARISH COUNCIL**

payments electronically (bank transfer) as they arise: Clerk - salary, PAYE, NI, "Tostock Chronicle" printing costs and litter-picker payments.

- 25.03.08 **Speeding Device:**  
To consider the acquisition of a second device (and accessories) and data loggers and to take action as appropriate.
- 25.03.09 **Village Footpaths:**  
To receive a report from Cllr Sharkey, Footpaths Officer, about the current state of footpaths in and around the village.
- 25.03.10 **Internal Controls:**  
To review the Internal Control Statement and Report 2024-2025 and to take action as appropriate.
- 25.03.11 **Policies and Procedures:**  
To adopt three new policies - Communications and Media, Environment and Climate Change, and Health and Safety.
- 25.03.12 **Ongoing Matters:**  
To note or to discuss matters brought forward from previous meetings and to determine action as appropriate.
- 25.03.13 **Planning:**  
13.1 To consider any applications received for response/comment to Mid Suffolk District Council.  
13.2 To note any planning applications granted/refused including: DC/25/00108 Cruachan, Norton Road - erection of a single storey rear extension (following removal of conservatory). GRANTED.  
13.3 To note any outstanding applications.
- 25.03.14 **Matters for the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.**
- 25.03.15 Next Meetings: To note that the Annual Meeting of the Parish Council is scheduled for Tuesday 13 May and that the Annual Parish Meeting is scheduled for Tuesday 8 April. Both meetings to be held in the Village Hall starting at 7.30pm.
- 25.03.16 **Motion to Exclude the Press and Public:**  
To exclude the press and public from the meeting for agenda item 17 on the grounds that, while the decision was of public interest and would need to be recorded formally, the discussion leading to such decision would be likely to involve personal and/or confidential data which it was not in the public interest to disclose and so needed to be properly safeguarded.
- 25.03.17 **Village Green - Easement:**  
To receive a report on the latest situation and to take action as appropriate.

## **TOSTOCK PARISH COUNCIL**

A handwritten signature in black ink, appearing to read 'D Reed', with a long horizontal stroke extending to the right.

Parish Clerk: Doug Reed, Proper Officer of the Council  
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E-mail: [clerk@tostockpc.org.uk](mailto:clerk@tostockpc.org.uk)

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