

## AGENDA: ANNUAL MEETING OF LAWSHALL PARISH COUNCIL

**Date of meeting:** Tuesday 13<sup>th</sup> May 2025  
**Time:** 7:30pm  
**Venue:** Lawshall Village Hall  
**Clerk:** lawshallpcclerk@outlook.com

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

<p><b>1. APOLOGIES</b> To receive and consent to apologies for absence.</p>
<p><b>2. ELECTION OF THE CHAIR AND VICE CHAIR</b> To receive nominations for and declare the result of election of the Chair and Vice-Chair. To sign a Declaration of Acceptance of Office.</p>
<p><b>3. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST</b> To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting.</p>
<p><b>4. MINUTES OF THE PREVIOUS MEETING</b> To confirm the minutes of the meeting held on Tuesday 8<sup>th</sup> April 2025 are a correct record. Draft minutes detailed on the website and emailed to Councillors.</p>
<p><b>5. MATTERS ARISING</b> To receive progress of actions from last meeting and consider any matters arising from previous meetings not covered elsewhere in the agenda.</p> <ul style="list-style-type: none"><li>• <b>Overgrown burial ground hedge</b></li><li>• <b>S106 funding available in Lawshall</b></li></ul>
<p><b>6. REPORTS</b></p> <ul style="list-style-type: none"><li>• To receive a report from Richard Kemp, County Councillor, circulated prior to the meeting.</li><li>• To receive a report from Michael Holt and/or Stephen Plumb, District Councillors, circulated prior to the meeting.</li></ul>
<p><b>7. UPDATES AND CORRESPONDENCE</b></p> <ul style="list-style-type: none"><li>• <b>To adopt Standing Orders.</b></li><li>• <b>To appoint R.F.O.</b></li><li>• <b>Information from Police Forum.</b> <a href="https://www.suffolk.police.uk/area/your-area/suffolk/sudbury-and-haverhill/sudbury-rural-north/about-us/crime-map">https://www.suffolk.police.uk/area/your-area/suffolk/sudbury-and-haverhill/sudbury-rural-north/about-us/crime-map</a></li></ul>
<p><b>8. FINANCE</b></p>

To receive a finance report, consider grant requests and authorise payments.

- **Business account:** £21,022.28
- **Community (Operating) account:** £8,294.74

**INVOICES PAID**

- HMRC for Employers' PAYE and National Insurance: £14.55 (Direct Debit 22/4/25)

**INVOICES TO BE PAID**

- Clerk salary for the month of April: £617.76
- AWFM Ltd for monthly grounds maintenance at play area and burial ground (24/4/25): £184.13
- Steve Dyer Landbased Services for cuts of Walcher's Meadow on 7/4/25 and 25/4/25: £150

**9. PLANNING**

To consider planning applications and appeals.

**PLANNING PERMISSION GRANTED DC/25/00854**

Proposal: Application to vary Condition 2 (Approved Plans and Documents) and Condition 4 (Operating Hours). Erection of workshop building. Location: Land at Corner Farm, Lawshall Road.

**10. PUBLIC FORUM AND MATTERS FOR CONSIDERATION AT THE NEXT MEETING**

- To receive comments or questions and matters of concern from Councillors.
- To receive comments or questions and matters of concern from members of the public either in person, email or writing.

**11. CLOSE OF MEETING**