

**QUENDON AND RICKLING PARISH COUNCIL AGENDA**  
**Clerk: Keith Williams 317 Birchanger Lane, Birchanger CM23 5QR**  
**Tel: 01279 814473**

**MEMBERS OF THE PRESS AND THE PUBLIC ARE INVITED TO ATTEND**  
**To: Members of Quendon and Rickling Parish Council**

*You are hereby summoned to attend the meeting of Quendon and Rickling Parish Council to be held in the Village Hall on **Tuesday 11th June 2024** at 7.30pm for the purpose of transacting the following business. (Please note: only business that is an agenda item may be discussed).*

**1. Declarations of Interest**

Councillors are required to disclose any:

- Disclosable Pecuniary Interests
- Other Disclosable Interests
- Non-pecuniary Interests

**2. Apologies for absence**

**3. Minutes of the previous meeting held on 8<sup>th</sup> May 2024**

Councillors are asked to agree the minutes of the above meeting as a true and accurate record of the proceedings of the meetings.

**4. Matters arising and actions arising from the minutes of the meeting on 10<sup>th</sup> April 2024**

**5. Co-option of parish councillor**

**6. Public Participation Session** with respect to items on the agenda and other matters of mutual interest.

**7. Correspondence**

**8. Parish Council policy documents**

- a. Adoption of Freedom of Information policy
- b. Update of Standing Orders
- c. Review of Risk Assessment Policy
- d. Adoption of new Financial Regulations
- e. Adoption of Data Retention policy

**9. Amend grant to Village Hall Committee**

**10. Planning**

**11. Village projects**

**12. Belchams Lane**

**12. Generic email addresses for Parish Councillors**

**14. Finance**

- a. Account balances (already circulated).
- b. Invoices and payments for approval (already circulated).
- c. Amend authorised bank signatories.

**15. Events**

**16. County and District Councillor reports**

**17. Date of next meeting**

**10<sup>th</sup> July 2024**

**18. Closure of meeting**