

**MENDLESHAM PARISH COUNCIL**  
**Extra Ordinary Meeting**  
**Monday 20 May 2024 at 7pm**  
**Old School Room, Mendlesham**

Members of the public may submit comments on any item on the agenda via email to the Clerk or letter to 11 Schools Close, Mendlesham IP14 5UQ, to be received by noon the day before the meeting. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting once approved, are available from the Parish Clerk and will be published as usual via [www.mendlesham-pc.gov.uk](http://www.mendlesham-pc.gov.uk)

**AGENDA:**

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|---|------------------|
| <b>1. Welcome, apologies for absence, acceptance of apologies and filming speech</b>  | 2 mins           |
| <b>2. Interests</b>   | 2 mins           |
| a) To note Councillor's declarations of interest in any of the following agenda items.  |                  |
| b) To agree any dispensations regarding any declarations of interest  |                  |
| <b>3. Minutes:</b>  | 2 mins           |
| To confirm the following as a true and accurate representation  |                  |
| a) Annual Parish Council Meeting 8.5.24   |                  |
| b) Ordinary Meeting 8.5.24  |                  |
| <b>4. Reports</b>   | 2 mins<br>(each) |
| a) Clerks report  |                  |
| b) Public forum - to receive written questions and matters of concern   |                  |
| c) Any other reports  |                  |
| <b>5. Mendlesham Parish Council: Financial matters</b>  | 5 mins           |
| a) To confirm payment of invoices   |                  |
| b) To approve Accounts and supporting notes for the year ending 31.3.24, including amended supporting statement, earmarked reserves and grant details |                  |
| c) Any other urgent financial matters   |                  |
| <b>6. Community Centre Charity matters:</b>   | 5 mins           |
| a) To approve amended accompanying notes for year ending 31.3.24  |                  |
| b) Any other urgent Community Centre Charity matters  |                  |
| <b>7. Playingfield Charity matters:</b>   | 5 mins           |
| a) To approve amended Asset Register notes as at 31.3.24  |                  |
| e) Any other urgent playing field matters   |                  |
| <b>8. Any other business: matters of report and future agenda items</b>   | 2 mins           |

Cllr H Orton, Chairperson 15.5.24