

# Hopton and Coton Parish Council

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**3<sup>rd</sup> November 2021**

To: **Members of Hopton and Coton Parish Council**

Dear Councillor

You are summoned to attend a meeting of the **Hopton and Coton Parish Council** which will be held on **Wednesday 10<sup>th</sup> November 2021** at **7.00pm** to be held at **Hopton Village Hall, Wilmore Hill Lane, Hopton ST18 0AW**

In the interests of maintaining COVID-19 safety, please adhere to guidelines and to the facilities appropriate public access

If you have any COVID-19 symptoms or a cough/cold, please can we advise you not to attend in the interests of everyone's public safety

Yours sincerely

**H. Marr**

Hannah Marr  
Parish Clerk and Responsible Financial Officer

## Agenda

- 1** To receive apologies for absence
- 2** To receive declarations of Members' interests
- 3** Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments

To ensure that COVID-19 compliance and safety, attendance numbers will be limited. You can submit your comments and questions in advance to be read out at the meeting

Please submit your questions and comments to the Clerk in advance to be read out at the meeting by emailing [hoptonclerk@gmail.com](mailto:hoptonclerk@gmail.com) before 9am on the day of the meeting

- 4** To receive a report regarding policing matters
- 5** To confirm the minutes of the meeting held on 13<sup>th</sup> October 2021  
**(attached)**
- 6** To consider the approval of payments  
**(to follow)**
- 7** To receive an update from the Borough Councillors covering Hopton and Coton Parish
- 8** To receive an update from the County Councillors covering the Hopton and Coton Parish

- 9 To consider matters related to appointing the Internal Auditors for the financial year 2021 / 2022
- 10 To consider matters related to planning applications
- 11 To consider matters related to the Neighbourhood Plan
- 12 To consider the establishment of a Finance and Governance Committee  
***(terms of reference attached)***
- 13 To consider matters related to the Councils Communication Plan
- 14 To consider matters related to any urgent business needed to be carried out by the Parish Council