

LITTLE WALDINGFIELD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH
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AGENDA FOR THE MEETING TO BE HELD ON 22nd SEPTEMBER 2015 AT 7.30pm

1. Apologies for absence
2. Receive **declarations of interests** and **requests for dispensation** from Councillors
3. **Agree minutes** of Parish Council meeting held on 4th August 2015
4. County and District Councillor reports, community police report and **public forum**.
5. Agree any action required on the **Routine Correspondence received and emails circulated** to councillors since the last scheduled meeting of the council
6. Agree any action required after reviewing the **Clerk's Report**
7. Finance
 - a. To approve and accept the **External Audit report** from BDO LLP for the year ended 31 March 2015
 - b. Review and agree **LWPC's Asset Register** as at 1st September 2015
 - c. Agree the **insurance cover** required by LWPC for 2015 / 16 when the Asset Register and other risks are taken into consideration
 - d. From the **RFO Report** authorise payments made / to be made and note income received since the last meeting, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
 - e. Consider donation from the **Clive Memorial Fund** towards the cost of an alarm system for the Church roof.
8. Planning
 - a. Note **Planning Application B/15/01101 The Old Vicarage, Haymarket** - Fell 1 No. Deodar Cedar tree.
 - b. Note **Planning Application B/15/01242 Malting Cottage, Haymarket** - Reduce overhang of 1 No. Ash tree.
 - c. Consider **Planning Application B/15/01063 School House, Church Road** - Erection of side conservatory.
 - d. Consider any planning applications received since the agenda was posted
 - e. **Status of planning applications** previously reviewed by Parish Council.
9. Consider any issues raised on **Highways and Footpaths** including the option to undertake the Priority 1 footpath maintenance in 2016
10. Consider any issues raised with **LWPC Assets**
11. Consider report on the **Closed Churchyard**
12. Consider plans to reprint the **Welcome to Little Waldingfield card**
13. Consider responses to Babergh District Council's (BDC) consultations on:
 - a. **Licensing Act 2003 Local Policy (2016 - 2021)**
 - b. **Gambling Act 2005 Local Policy (2016 - 2019).**
14. Consider a **Complaint procedure** and a **Communications protocol** for adoption
15. **Questions to the Chair**
16. In accordance to **LWPC's Standing Order 3d** the councillors to consider the exclusion of the public and press from the meeting due to the **confidential nature of the Clerk's Contract of Employment**
17. Consider the **Clerk's Contract of Employment** with regard to the probationary period and payment of the membership to the Society of Local Council Clerks
18. Next scheduled meeting will be held on **Tuesday 27th October 2015** starting at 7.30pm.