

# LITTLE WALDINGFIELD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH  
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## AGENDA FOR MEETING TO BE HELD ON 20<sup>th</sup> SEPTEMBER 2016 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 19<sup>th</sup> July 2016
4. County and District Councillor reports 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 2016
  - b. Review and agree **LWPC's Asset Register** as at 1<sup>st</sup> September 2016
  - c. Agree the **insurance cover** required by LWPC for 2016 / 17 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 to **Royal British Legion Poppy Appeal**
8. Planning
  - a. Consider **Planning Application B/16/00893 Brookwood Manor Residential Care Home, Holbrook Hall Park** - Application under section 73 of the Town and Country Planning Act (1990) to vary condition 7 attached to Planning Permission B/13/00711 - Requesting condition to be prior occupation rather than pre-commencement to resolve drainage issues.
  - b. Consider any other planning application received since the agenda was posted
  - c. **Status of planning applications** and appeals previously reviewed by LWPC.
9. Update on the progress of the PCC's request for a faculty from the Diocese for LWPC to undertake **work on the trees in the Closed Churchyard**
10. Consider plans for public meeting on 24<sup>th</sup> September regarding **future development in the village**
11. Consider progress with plan to **install a defibrillator at the Parish Room**
12. Consider any issues raised on **Highways and Footpaths**
13. Consider any issues with **LWPC Assets**
14. Update on Colin Spence's project in relation to **Vehicle Activated Signs**
15. Consider option of moving support of the **Little Waldingfield OneSuffolk website** from Suffolk County Council to Community Action Suffolk
16. Update on **Christmas Tree**
17. Update on the plan to produce a **Welcome card**
18. Consider LWPC representative(s) for **BDC Liaison meeting**
19. Consider actions required by new **Pensions Regulator process in relation to LWPC staff**
20. Update on **SALC Area meeting**
21. Questions to the Chair
22. Next scheduled meeting will be held on **Tuesday 15<sup>th</sup> November 2016** starting at 7.30pm.