

# 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 TUESDAY 5<sup>th</sup> SEPTEMBER 2017 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 9<sup>th</sup> August 2017
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. Approve and accept **BDO's external audit report** for the year ended 31<sup>st</sup> March 2017
  - b. Review and agree **LWPC's Asset Register**
  - c. Agree the **insurance cover** required by LWPC for 2017 / 18 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 requirements for a **Poppy Wreath** this November.
8. Planning
  - a. **Consider any planning application** received since the agenda was posted that requires a response before the next scheduled meeting
  - b. **Status of planning applications** and appeals previously reviewed by LWPC.
9. Neighbourhood Plan (NP)
  - a. Review update from LWPC member of the **Little Waldingfield NP Steering Committee** on progress with the NP since the last LWPC meeting
  - b. Review outcome of meeting between the **Chair of the NP Steering Committee and Babergh Officers**
  - c. Discuss and approve the **NP Engagement and Communications Strategy**.
10. Babergh Local Plan Consultation
  - a. Nominate representative(s) **for the Sudbury Visioning event** on the 13th September
  - b. Nominate representative(s) **for the Local Plan meeting** on the 27th September.
  - c. Consider process for CPC to make a **response to the Local Plan consultation**
11. Consider the **Closed Churchyard matters** including the trees reduction and pollarding and the insurance valuation of the churchyard wall
12. Consider the Service Level Agreement for Sudbury Town Council's Community Wardens to undertake the operational duties of the **Speed Indicator Device Scheme** in Little Waldingfield
13. Consider any issues raised on **Highways and Footpaths**
14. Update on the refurbishment of the **Information Kiosk** following damage caused by hole in B1115
15. Consider the formation of a **Defibrillator VETS** scheme in Little Waldingfield
16. Update on the appointment of **Simon Ashton as the new Clerk**
17. Questions to the Chair
18. Next scheduled meeting will be held on **Tuesday 21<sup>st</sup> November 2017** starting at 7.30pm.