

Little Waldingfield Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Thursday 12 July 2018 at the Parish Room at 7.30pm at which time members of the public are cordially invited to attend

AGENDA

1. **Apologies and Approval of Absences**
2. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
3. **Approval of Minutes of the Previous Meeting on 10 May 2018**
4. **Consideration of Reports by the District Councillors & County Councillor**
5. **Contributions by Members of the Public**

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion.
6. **Consideration of Planning Applications & Decision Notices**
 - (a) BDC DC/18/01099: Application Refused (9 May 2018)
The Grange, The Street, Little Waldingfield, CO10 OSG
Discharge of Conditions Application for DC/17/05333: Condition 3 (Landscaping Scheme) and Condition 5 (Agreement of Materials).
 - (b) BDC DC/18/01018: Application Granted (22 May 2018)
Bell House, Humble Green, Little Waldingfield, CO10 OTB
Erection of one self-catering holiday lodge.
 - (c) BDC DC/18/02587: Application Granted (2 July 2018)
Bell House, Humble Green, Little Waldingfield, CO10 OTB
Discharge of conditions application for B/15/01556: Condition 3 (Archaeological), Condition 4 (Archaeological), Condition 5 (Parking) and Condition 7 (Materials).
7. **Neighbourhood Plan**
 - (a) Confirmation of Receipt of Neighbourhood Plan Funding (£8,012.00) (22 June 2018)
 - (b) Consideration of the Work of the Neighbourhood Plan Steering Group Update
8. **Finance**
 - (a) Confirmation of Receipt of BDC Precept 2018/19 (1/2) (£4,207.50) (9 April 2018)
 - (b) Review of Compliance of Transparency Code & Web Site Requirements 2017/18
 - (c) Review of Conclusion of External Audit & Reporting Requirements 2017/18

- (d) Review & Approval of the Council's Internal Audit 2017/18 Report by Heelis & Lodge
- (e) Review of Internal Audit Report 2017/18 Recommendations Response & Action Plan
- (f) Approval of the Removal of the Council's Former Member's Signatory Mandate
- (g) Approval of the Parish Clerk's Online Bank Account View Only Access Mandate
- (h) Review of Payments & Authorisation of Cheques by Cheque Signatories

9. Governance

- (a) Review & Approval of the Council's GDPR Privacy Notice & Email Disclaimer
- (b) Consideration of the Future Provision of the Village's Dog Waste Bags
- (c) Consideration of Requirement for Closed Churchyard Grounds Maintenance Work
- (d) Consideration of Requirements & Future Timing of Closed Churchyard Push Tests
- (e) Consideration of the Future of The Swan Update
- (f) Review, Clarification & Consideration of LWPC Communications Protocol Update
- (g) Consideration of Little Waldingfield's Speedwatch Scheme Update

10. Consultations

- (a) Consideration of SCC Suffolk Minerals & Waste Local Plan Consultation (23 July 2018)
- (b) Consideration of BDC Community Involvement Statement Consultation (30 July 2018)

11. Highways

- (a) Consideration of Public Footpaths Update
- (b) Consideration of Any Current Highways Issues & Previous Highways Issues Update

12. Matters for Future Consideration

- (a) Review of (i) Income & Budget ii) Expenditure & Budget to 31 July 2018
- (b) Review & Approval of the Council's Bank Reconciliation to 31 July 2018
- (c) Confirmation of the Receipt of VAT Refund Claim to 31 March 2018 (£887.17)
- (d) Review & Approval of the Council's Annual Insurance Cover & Asset Register Checks
- (e) Approval of the Parish Clerk's Salary Scale Change from 1 October 2018 (SCP20)
- (f) Review & Approval of the Parish Council's Annual Risk Assessment 2018/19
- (g) Review & Approval of the Parish Council's Internal Control Statement 2018/19

13. Dates of the Next Meetings

- (a) 9 August 2018 (Urgent Items Only & Documents Received by 1 August 2018)
- (b) 13 September 2018 (Agenda Items & Documents Received by 5 September 2018)
- (c) 11 October 2018 (Urgent Items Only)

Simon Ashton, Parish Clerk
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5 July 2018