

Little Waldingfield Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the Annual General Meeting of the Council to be held on Thursday 9 May 2019 at 7.30pm at the Parish Room at which time members of the public are cordially invited to attend

AGENDA

1. **Election of Chair and Signing of the Declaration of the Chair's Acceptance**
2. **Election of Vice-Chair and Signing of the Declaration of the Vice-Chair's Acceptance**
3. **Apologies and Approval of Absences**
 - (a) Routine Apologies and Approval of Absences
 - (b) Governance of Apologies, Reporting & Approval of Absences & Non-Attendances
4. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
5. **Approval of Minutes of the Previous Meeting on 11 April 2019**
6. **Reports by the District Councillors & County Councillor**
7. **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
8. **Consideration of Planning Applications and Decision Notices**
 - (a) BDC DC/19/01975: Application Received (Comments Due 16 May 2019)
The Swan, The Street, Little Waldingfield, CO10 0SQ
Listed Building Consent. Re-tile roof and replace windows and entrance door on the front elevation.
 - (b) BDC DC/19/00604: Application Granted (11 April 2019)
Wood Hall, Haymarket, Little Waldingfield, CO10 0SY
Town and Country Planning Act (Section 73). Removal of Condition 11 (highway access) of B/17/00369 to secure appropriate improvements to the vehicular access in the interests of highway safety.
9. **Neighbourhood Plan**
 - (a) Approval of Minutes of the LWPC NP Steering Group's Meeting (10 April 2019)
 - (b) Review & Approval of the Little Waldingfield Design Code (April 2019)
 - (c) Consideration of Neighbourhood Plan Village Consultation (4 May 2019) Update

(d) Consideration of the Work of the Neighbourhood Plan Steering Group Update

10. Finance

- (a) Confirmation of the Receipt of the BDC Precept (1/2) (£4,207.50) (15 April 2019)
- (b) Review & Approval of the Council's Internal Audit (2018/19) Report by SALC
- (c) Review & Approval of Statement of Accounts, Receipts & Payments (2018/19)
- (d) Review & Approval of the Council's Bank Reconciliation (2018/19)
- (e) Review & Approval of the Council's Asset Register (2018/19)
- (f) Review & Approval of AGAR Section 1 Annual Governance Statement (2018/19)
- (g) Review & Approval of AGAR Section 2 Accounting Statements & Variances (2018/19)
- (h) Review & Approval of AGAR Part 2 Certificate of Exemption (2018/19)
- (i) Review of Payments Presented & Authorisation of Payments by Cheque Signatories

11. Governance

- (a) Agreement of Completion of Declaration of Acceptance (DoA) Forms by Attendees
- (b) Agreement of Completion of DoA Forms by Non-Attendees by the Next Meeting
- (c) Agreement by Members of Requirement to Complete MSDC Register of Interests
- (d) Review & Approval of the Parish Council's Members' Responsibilities (2019/20)
- (e) Consideration of Lack of SID Functionality & Useful Data GWPC SID Lead Update
- (f) Consideration of Parish Room Venue Hire, Advance Payments & Cancellation Costs
- (g) Consideration of the Use of the Council's Projector & Charges to Hiring Parties
- (h) Consideration of Local Post Box Restoration BDC Heritage Contact & Update
- (i) Consideration of the Relocation of the LWPC Bench Currently Sited at The Swan

12. Highways

- (a) Consideration of Provision of 30-mph Haymarket Roundel SCC Highways Update
- (b) Consideration of Knocked Down Village Entrance Gate LWPC Repairs Update
- (c) Consideration of Lavenham Water Street Monitoring Device SCC Highways Update
- (d) Consideration of Overgrown Hedge & Dropped Kerb SCC Highways Update
- (e) Consideration of a Local Public Rights of Way Presentation & Course of Action
- (f) Consideration of SCC Highways Surface Clearance Programme 2019 Arrangements
- (g) Consideration of Current Highways Issues & Previous Highways Issues Update

13. Matters for Future Consideration

14. Dates of the Next Meetings

- (a) 13 June 2019 (Urgent Items Only & Documents Received by 5 June 2019)
- (b) 11 July 2019 (Agenda Items & Documents Received by 3 July 2019)
- (c) 8 August 2019 (Urgent Items Only)

Simon Ashton, Parish Clerk
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2 May 2019