

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 13 June 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) Acknowledgement by the Council of the Delayed Timing of its Annual Meeting
 - (b) Routine Apologies and Approval of Absences
 - (c) 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. **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
7. **Consideration of Planning Applications and Decision Notices**
 - (a) BDC DC/19/00604: Application Granted (11 April 2019)
Wood Hall, Haymarket, Little Waldingfield, C010 0SY
Town & 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.
 - (b) Consideration of the Progress of the Planning Application for The Swan Update
8. **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

9. Finance

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

10. 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) Confirmation of Completion of BDC Register of Interests Forms by Members
- (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 the Relocation of the LWPC Bench Currently Sited at The Swan
- (g) Consideration of the Co-Option of Additional Members of the Parish Council

11. Highways

- (a) Consideration of Knocked Down Village Entrance Gate LWPC Repairs Update
- (b) Consideration of Lavenham Water Street Monitoring Device SCC Highways Update

12. Matters for Future Consideration

- (a) Confirmation of the Receipt of the BDC Precept (1/2) (£4,207.50) (15 April 2019)
- (b) Consideration of Parish Room Venue Hire, Advance Payments & Cancellation Costs
- (c) Consideration of the Use of the Council's Projector & Charges to Hiring Parties
- (d) Consideration of Local Post Box Restoration BDC Heritage Contact & Update
- (e) Consideration of Rural Crime & Recent Burglaries in Little Waldingfield
- (f) Consideration of Provision of 30-mph Haymarket Roundel SCC Highways Update
- (g) Consideration of Overgrown Hedge & Dropped Kerb SCC Highways Update
- (h) Consideration of a Local Public Rights of Way Presentation & Course of Action
- (i) Consideration of SCC Highways Surface Clearance Programme 2019 Arrangements

13. Dates of the Next Meetings

- (a) 11 July 2019 (Agenda Items & Documents Received by 3 July 2019)
- (b) 8 August 2019 (Urgent Items Only)
- (c) 12 September 2019

Simon Ashton, Parish Clerk
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6 June 2019