

Little Waldingfield Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Thursday 14 November 2019 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 Interests by Members and Requests for Dispensation**

3. **Approval of Minutes of the Previous Meetings on 10 and 21 October 2019**

4. **Reports by the District Councillors and 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 and Decision Notices**

- (a) BDC DC/19/04324: Application Received (Comments Due 22 November 2019)
Barns at Slough Hall, Church Road, Little Waldingfield, CO10 OSS
Alterations, restoration and repairs to two barns including change of use from agriculture to residential use ancillary and incidental to Slough Hall (retention of).
- (b) BDC DC/19/04325: Application Received (Comments Due 22 November 2019)
Barns at Slough Hall, Church Road, Little Waldingfield, CO10 OSS
Listed building consent. Alterations, repairs and restoration to two barns to facilitate change of use.
- (c) BDC DC/19/04923: Application Received (Comments Due 26 November 2019)
Land North of Second Pits, Highlands Road, Monks Eleigh, Suffolk
LWPC is not a formal consultee. Change of use of land as a single pitch gypsy and traveller site for the siting of up to one mobile home, two touring caravans and erection of one dayroom.
- (d) BDC/19/04202: Application BDC Does Not Object (17 October 2019)
Harvest Barn, Haymarket, Little Waldingfield, CO10 OSY
Notification for Works to Trees in a Conservation Area. Fell one Elder tree.
- (e) BDC/19/04420: Application Granted (5 November 2019)
The Grange, The Street, Little Waldingfield, CO10 OSG
Householder planning application. Erection of two-bay garage (retention of).
- (f) BDC/19/04438: Application Granted (7 November 2019)
The Grange, The Street, Little Waldingfield, CO10 OSG
Application to vary Condition 2 (Approved Plans & Documents) of planning permission DC/17/05333 (erection of dwelling [following demolition of existing garage] and erection of garage [following removal of shed] for host dwelling) to exclude woodshed element.

7. **Neighbourhood Plan**

- (a) Approval of Minutes of the LWPC NP Steering Group's Meeting (12 October 2019)

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

8. Finance

- (a) Confirmation of Receipt of BDC Precept (1/2) (£4,207.50) (15 April 2019)
- (b) Confirmation of Receipt of BDC Precept (2/2) £4,207.50) (9 September 2019)
- (c) Confirmation of Receipt of Interest Payments (Total £0.73) (April - October 2019)
- (d) Confirmation of Receipt of SCC Grass Cutting Payment (£413.92) (14 October 2019)
- (e) Confirmation of Lloyds Bank Balances (£24,114.99 & £2,523.11) (31 October 2019)
- (f) Review of (i) Receipts & Budget ii) Payments & Budget (31 October 2019)
- (g) Review & Approval of the Council's Bank Reconciliation (31 October 2019)
- (h) Review & Approval of Internal Audit Report Response & Action Plan (2018/19)
- (i) Consideration of the Effectiveness of Internal Audit Process & Appointment of Lead
- (j) Approval of the Appointment of the Responsible Financial Officer (2019/20)
- (k) Approval of the Appointment of the Council's Internal Auditor (2019/20)
- (l) Review & Approval of the Council's Budget, Reserves & Precept Setting (2020/21)
- (m) Review of Payments Presented & Authorisation of Payments by Cheque Signatories

9. Governance

- (a) Consideration of the Council's Recommended GDPR Documentation Status Update
- (b) Consideration of Local Post Box Restoration BDC Heritage Contact & Update
- (c) Consideration of SID Data Presentation & Speedwatch Co-ordinator Update
- (d) Consideration of Closed Churchyard Push Tests Update (October 2019)
- (e) Consideration of Parish Room Venue Bookings, Costs, Payments & Queries
- (f) Consideration of Proposed Discontinuation of the Village's 112 Bus Service Update
- (g) Consideration of the Maintenance of the Bench at the Entrance to Croft Lea
- (h) Consideration of the Availability of the Minutes of Parish Council Meetings

10. Highways

- (a) Consideration of Overgrown Hedge & Dropped Kerb SCC Highways Update
- (b) Consideration of Knocked Down Village Entrance Gate LWPC Repairs Update
- (c) Consideration of Local Public Rights of Ways, Presentation & Course of Action
- (d) Consideration of Lavenham Water Street Additional SCC Highways Update
- (e) Consideration of the Replacement of No Parking Posts on Church Road

11. Consultations

- (a) Consideration of Suffolk Minerals & Waste Local Plan Response (18 November 2019)
- (b) Consideration of SCC Division Boundaries Consultation Response (2 January 2020)

12. Matters for Future Consideration

- (a) Consideration of the Parish Council's VAT Claim Submission Update (2018/19)
- (b) Review & Approval of Council's Standing Orders & Financial Regulations (2019/20)
- (c) Review & Approval of the Parish Council's Annual Risk Assessment (2019/20)
- (d) Consideration of Date, Arrangements & Risk Assessment for Litter Pick (March 2020)

13. Dates of the Next Meetings

- (a) 12 December 2019 (Urgent Items Only & Documents Received by 4 December 2019)
- (b) 9 January 2020 (Agenda Items & Documents Received by 1 January 2020)
- (c) 13 February 2020 (Urgent Items Only)

Simon Ashton, Parish Clerk

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8 November 2019