

ASSINGTON PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH
Tel: 01787 375085 email: assingtonpc@btinternet.com

AGENDA FOR THE ANNUAL MEETING TO BE HELD ON 22nd MAY 2017 AT 7.30pm

1. **Election of Chairman** and to receive Declaration of Acceptance of Office
2. Apologies for absence
3. **Election of Vice Chairman**
4. Receive **declarations of interests** and request for dispensation from Councillors
5. **Agree minutes** of Assington Parish Council (APC) meeting held on 19th April 2017
6. To appoint members to the **HR** and **Standards committees**
7. To **appoint representatives** to the:
 - a. Assington Village Charity
 - b. Suffolk Association of Local Councils (SALC)
8. **Appointment of councillors** to review planning applications ahead of meeting for consideration
9. To consider the appointment of **Mr White as Internal Auditor**
10. To consider payment of **annual subscriptions** to SALC and Community Action Suffolk
11. County and District Councillor reports and **public forum**
12. To review the **Expansion Plans for Konings Juices & Drinks**
13. Agree any action required on the **Routine Correspondence received and emails circulated** to councillors since the last scheduled meeting of the council
14. Agree any action required after reviewing the **Clerk's Report**
15. Finance
 - a. To consider the **Internal Auditor's Report as at 31st March 2017** and agree actions on any matters arising
 - b. To approve **Section 1 of the Annual Return** for the year ending 31st March 2017
 - c. Review the **Bank Reconciliation and the Statement of Accounts as at 31st March 2017**
 - d. To approve the explanation of the **Restated 2015 / 2016 accounts and the quantified significant variances** in relation to the Annual Return
 - e. To approve **Section 2 of the Annual Return** for the year ending 31st March 2017
 - f. 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
 - g. Consider a **donation to the Churchyard Maintenance Fund**
 - h. To note **Clerk's hourly rate increase** from 1st April 2017.
16. Planning
 - a. Consider **APP/D3505/W/17/3168591 Appeal** by The Hill Farm Assington Partnership - **Planning Application B/16/01167 Land north of The Hollies, The Street**
 - b. Consider **Planning Application B/17/00947 Adjoining Parish Little Ropers Farm, Assington Road, Bures St Mary** - Change use of land to a campsite (retention of).
 - c. Consider **Planning Application B/17/01119 Cotton Wood, Barracks Road** - Erection of decontamination building (retention of).
 - d. Consider amendments to Planning Application **B/15/01718/OUT Chilton Woods Mixed Use Development, Land North of, Woodhall Business Park, Sudbury - Outline application (with all matters reserved except for access)** - Erection of up to 1,150 dwellings (Use Class C3); 15ha of employment development (to include B1, B2 and B8 uses, a hotel (C1), a household waste recycling centre (sui generis) and a district heating network); village centre (comprising up to 1,000m² Gross Floor Area (GFA) of retail floor space (A1, A2, A3, A4 and A5), village hall (D2), workspace (B1a), residential dwellings (C3), primary school (D1), pre-school (D1) and car parking); creation of new vehicular access points and associated works; sustainable transport links; community woodland;

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open space (including children's play areas); sustainable drainage (SuDS); sports pavilion (D2) and playing fields; allotments; and associated ancillary works.

- e. Consider any planning application received **since the agenda was posted** requiring a response before the next scheduled meeting
 - f. **Status of planning applications** previously reviewed by APC.
17. Update on **APC's Auto Enrolment for the Pensions Regulations**
 18. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
 19. Update following **the defibrillator awareness session** for residents
 20. Appoint representatives for **BDC meeting** with Town & Parish Councils
 - 21. Questions to the Chair**
 - 22. Confirm terms and conditions of the new clerk's Contract of Employment**
 23. Next scheduled meeting will be held on **Monday 31st July 2017** starting at 7.30pm