

# ASSINGTON PARISH COUNCIL

## PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

To be held on **Monday 21<sup>st</sup> May 2018** at Assington Village Hall at 7.30pm

*Jane M. Hatton*

Jane Hatton, Clerk to Assington Parish Council

Dated: 16<sup>th</sup> May 2018

### AGENDA

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 meeting held on 26<sup>th</sup> March 2018
6. Appoint **members** to the HR and Standards Committees
7. Appoint **representatives** to:
  - a. Assington Village Charity
  - b. Suffolk Association of Local Councils (SALC)
8. Appoint **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 progress in forming a **Neighbourhood Plan** following the consultation meeting
13. Agree any actions regarding the concerned raised about the **Breakers Yard** in Barracks Road
14. Agree actions on **Correspondence and emails circulated** to councillors by the Clerk
15. Agree any actions required after reviewing the **Clerk's Report**
16. Finance
  - a. To consider the **Internal Auditor's Report as at 31<sup>st</sup> March 2018** and agree actions on any matters arising
  - b. To approve **Section 1 of the Annual Return** for the year ending 31st March 2018
  - c. To approve **Section 2 of the Annual Return** for the year ending 31st March 2018
  - d. Review the **Bank Reconciliation and the Statement of Accounts as at 31<sup>st</sup> March 2018**
  - e. 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
  - f. Consider a **donation to the Churchyard Maintenance Fund**
  - g. To note **Clerk's hourly rate increase** from 1st April 2018
17. Planning:
  - a. Consider **Planning Permission – DC/18/01471** – Change of use from existing garage/workshop to one holiday let accommodation at Oak House, The Street, Assington
  - b. Consider **Planning Permission – DC/18/01505** – Erection of single storey extension at The Briars, Dyers Lane, Assington
  - c. Consider **Outline Planning Permission – DC/18/01533** – Erection of two storey detached dwelling and garage at Land to the West of Brookfields, Barracks Road, Assington
  - d. Consider **Outline Planning Permission – DC/18/01759** – Erection of single storey detached dwelling and access at Lane to the North of Brookfields, Barracks Road, Assington
  - e. Consider **Listed Building Consent – DC/18/01550** – Removal of isolated wooden struts on ground floor and repair of ceiling joists at The Old Workhouse, Further Street, Assington
  - f. Consider **Planning Permission – DC/18/01894** – Erection of new detached dwelling at Land South of Wistons, The Street, Assington
  - g. Consider **Planning Permission – DC/18/02073** – Two storey rear/single storey rear extension and internal alterations to existing house and garage for additional accommodation at Dale Cottage, The Street, Assington
  - h. Status of **planning applications**
18. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
19. Agree action required regarding rubbish dumped in the **Conservation Area**
20. Review data to ensure compliance with the new **General Data Protection Regulations (GDPR)**
21. Consider any projects that can be submitted as a bid against **Babergh's CIL Fund**
22. Consider proposed changes to **APC's Standing Orders**
23. **Questions** to the Chair
24. Next scheduled **APC meeting** will be held on Monday 30<sup>th</sup> July 2018 at 7.30pm.