

# ASSINGTON PARISH COUNCIL

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

To be held on **Monday 20th May 2019** at Assington Village Hall at 7.30pm

### AGENDA FOR ANNUAL MEETING

1. **Election of Chairman** and to receive Declaration of Acceptance of Office
2. To **Co-opt two candidates** to fill the two vacancies following the election
3. **Apologies** for absence
4. Confirmation of **Declaration of Office** from Councillors, set deadline for those not received
5. Election of **Vice Chairman**
6. Receive **declarations of interests** and request for dispensation from Councillors
7. Consider adoption of the **General Power of Competence**
8. Agree **Minutes** of Assington Parish Council meeting held on 25th March 2019
9. Appoint members to the **HR and Standards Committees**
10. Appoint **representatives** to:
  - a. Assington Village Charity
  - b. Suffolk Association of Local Councils (SALC)
11. Appoint **councillors** to review planning applications ahead of meeting for consideration
12. To consider the appointment of Mr White as **Internal Auditor**
13. To consider payment of **annual subscriptions** to SALC and Community Action Suffolk
14. County and District Councillor reports and **public forum**
15. Update on the **Neighbourhood Plan**
16. Agree actions on **correspondence and emails circulated** to councillors by the Clerk
17. Agree any actions required after reviewing the **Clerk's Report**
18. Finance
  - a. To consider the **Internal Auditor's Report** for year ending 31st March 2019
  - b. To approve sections 1 and 2 of **Annual Return**
  - c. From the **RFO Report** authorise payments made / to be made and note income received since the September meeting, review Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
  - d. Councillors to note the **annual increase** to the Clerks hourly rate from 1st April 2019 and payment of additional hours worked by the clerk.
  - e. Consider the request from the Village Charity for further CIL monies towards the playground
19. Planning:
  - a. Consider **Planning Permission – DC/19/01570** – Erection of 4 dwellings with garages/parking at land South of 10 The Gurdons, The Street, Assington.
  - b. Consider **Outline Planning Permission – DC/19/01825** – Erection of a single storey dwelling and access at land North of Brookfields, Barracks Road, Assington.
  - c. Consider **Planning Permission – DC/19/02169** – Replacement and conversion of garage at The Thatched Cottage, Dorking Tye, Assington.
  - d. Consider **Planning Permission – DC/19/02170** – Replacement and conversion of garage and internal works at The Thatched Cottage, Dorking Tye, Assington.
  - e. Consider **Planning Permission – DC/19/02242** – Creation of 2 vehicular accesses and enlargement of staff car park at Pump Farm School Bures Road, Assington.
  - f. Status of **planning applications**
20. Review any issues raised for the **Licensed Path, Footpaths and APC's Assets**
21. Consider Councillor's requiring SALC's **Councillor Training**
22. **Questions** to the Chair
23. Next scheduled **APC meeting** will be held on Monday 29th July 2019 at 7.30pm.

Signed *Jane M. Hatton*

Jane Hatton, Clerk to Assington Parish Council

Dated: 15th May 2019