

SAXTEAD PARISH COUNCIL

Councillors are summoned to attend a meeting of Saxtead Parish Council which will be held at the Training Room, Foxearth Lodge on Thursday 13th September 2018 at 7.30 pm

Parishioners are invited to attend the Meeting

Please note that audio and visual recordings are allowed at this meeting. If any member of the public does not wish to be filmed please advise the clerk or Chairman before the meeting commences.

AGENDA

1. **Chairman's welcome**
2. **To receive apologies for absence**
3. **Declarations of interests & applications for dispensations**
4. **Minutes of meeting on 16th July 2018 to be approved as a true record of the meeting**
5. **Matters arising**

PUBLIC FORUM

Members of the public are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman.

Including report by Police & District and County Councillors' Reports, if applicable

6. **Chairman's report**
7. **Clerk's report**
8. **Responsible Financial Officer's report**
 - a) To consider making the following payments

Reference Number	Amount	Payee	Details
P5 18-19	£42.30	L. Kirk	Facilities Fee (July, August), Mileage
P6 18-19	£100.00	Suffolk Biz	12 months website provision
P7 18-19	TBC	Business Services at CAS Ltd	Parish Council Insurance <i>Council to discuss Long Term Undertaking discounts.</i>

Invoice with full details of item above will be on display at the meeting.

- b) To review bank balances
 - c) To review bank statements and bank reconciliation
 - d) To review quarterly report on spending
9. **To approve revisions to Standing Orders as suggested by NALC.**
 10. **To discuss insurance schedule provided by Community Action Suffolk and confirm it is suitable for the Council's needs.**
 11. **To discuss the possibility of the Rural Coffee Caravan project regularly visiting the village.**
 12. **To discuss the Community Connector project.**
 13. **To discuss SCDC's draft Local Plan & accompanying documents:**
 - i) Draft Local Plan
 - ii) Policies Maps (Saxtead page 81)
 14. **To discuss possibility of installing a community defibrillator.**
 15. **To discuss BT Openreach cable reel that has been left on the village green**
 16. **To receive an update of the application to register *The Mill House* as an Asset of Community Value**

17. To discuss road subsidence repair opposite Church Farm
18. To discuss the possibility of replacing the brown tourist information sign for *The Old Mill House*
19. To discuss progress regarding new entrance signs to the village
20. **PLANNING:-**
To discuss the following planning application:-
DC/18/3672/TCA Treeworks at Saxtead Village Green Applicant: Bidwells
21. To consider correspondence received since date of last meeting and determine any necessary actions.
22. To receive Councillors' reports
23. Matters to be raised at the next meeting
24. Date of next meeting

Lydia Kirk

Clerk to Parham Parish Council

Correspondence received to 1st September 2018

- 20.07.2018 Letter from SCDC enclosing first draft Local Plan & consultation leaflet
(Public Consultation Period 20th July- 14th September)
- 31.07.2018 Community account bank statement dated to 30.07.2018
- 15.08.2018 Letter from SCDC seeking nominations for the Quality of Place Awards 2018.
- 22.08.2018 Notice to employer of employee's tax code- this has been forwarded to SALC's payroll department
- 24.08.2018 Letter from St Elizabeth Hospice regarding The Great Garden Trail 2018 & invitation to open evening on Wednesday 3rd October 2018