

WITHERSFIELD PARISH COUNCIL

Wednesday 15 November 2017

Dear Councillor

You are summoned to attend the next meeting of Withersfield Parish Council to be held on Tuesday 21 November 2017 at 7.30 pm in the Village Hall. Public and press are welcome to attend the meeting.

A G E N D A

1 Apologies for absence

Chairman to open the public section of the meeting

2 Update on action in respect of flood prevention - County Cllr Evans

3 Borough Councillor's report

4 County Councillor's report

5 Public Forum for parishioners

Parishioners are invited to raise further items of interest and/or concern

Chairman to close the public section of the meeting

6 Declaration of members' interests for any agenda item at this meeting

7 To approve the minutes of the Parish Council meeting held on Tuesday, 3 October 2017

8 To receive an update on actions from previous Parish Council meeting

9 Matters arising

- a) Blocked drain in Queen Street
- b) Speeding figures
- c) Noticeboard for The Arboretum
- d) Traffic issues on A1307 alongside The Arboretum
- e) Defibrillator training
- f) Additional traffic calming measures
- g) Restoration work on war memorial
- h) Village hall extension
- i) Sunken graves
- j) Repairs to Sports Pavilion roof
- k) Awareness raising of sports and recreation facilities
- l) Future of Withersfield News
- m) Road recovery post harvesting

10 To receive a report on progress with footpath issues - Cllr Kinloch

11 To receive an update on unsung hero award - Cllr Wenham

12 To receive a report on new arrangements for Data Protection and update from SALC

13 To agree a system for the transfer of documents

14 To approve the tender document for grass cutting and strimming 2018

15 Finance

- a) Presentation of monthly accounts – Income and Expenditure and Bank Reconciliation
- b) Issues Arising Report following audit for the year ended 31 March 2017; approval of finalised Annual Return
- c) Audit Briefing - SALC

16 Draft budget for 2018/19

- a) Parish projects
- b) Use of reserves
- c) Earmarked reserves

17 Risk and Asset Registers for 2018

18 Correspondence

- a) SALC - Suffolk Walking Festival 2018

19 Planning

- a) Borough notifications since last meeting
DC/17/2206/HH - Householder Planning Application - (i) Loft conversion to habitable accommodation (ii) 2no new dormer windows and (iii) other alternations - Hannahs Burton Green Withersfield CB9 7SB - approved
- b) Applications received since last meeting
DC/17/2146/TCA - Trees in a Conservation Area Notification (i) 1 no. Holly (H1on plan) Fell and (ii) 1 no Laurel (L1 on plan) coppice - The Old Forge Queen Street Withersfield CB9 7RU
DC/17/2145/TCA - Trees in a Conservation Area Notification - (i) 3 no. Ash (A4, A5 and A6 on plan) Re-pollard (ii) 2 no. Ash (A2 and A3 on plan) Fell. (iii) 1 no. Walnut (W1 on plan) reduce by 20% of overall crown - Phoenix House Turnpike Hill Withersfield CB9 7RY
DC/17/2206/HH - Householder Planning Application - (i) Loft conversion to habitable accommodation (ii) 2no new dormer windows and (iii) other alternations - Hannahs Burton Green Withersfield CB9 7SB
DC/17/2249/HH - Householder Planning Application - (i) Extension to existing lean-to conservatory (ii) Replacing existing lean-to roof with glass pitch roof over conservatory - Bittons Farm Wrattling Road Withersfield CB9 7SF
DC/17/2397/TCA - Trees in a Conservation Area Notification - (i)1no. Walnut (T1 on plan) reduce crown overall by 33% (ii) 1no. Oak (T5 on plan) - remove one of two split trunks; (iii) 1no. Plum (T6 on plan), 2no. Quince (T3 and T4 on plan) - fell; (iv) woodlands outlined in green-silvicultural thinning removing subdominant and suppressed trees up to a maximum of 20% of the stems in the areas to be thinned in order to improve growth of remaining trees - Dukes Cottage Rose Hill Withersfield Haverhill
DC/17/2394/TPO - TPO317(2001) - Tree Preservation Order - (i) 2no. Walnut (T2 and T7 on plan within W1 on order) and 1no. Cherry (T8 on plan within W1 on order) - fell; (ii) woodlands outlined in green-silvicultural thinning removing subdominant and suppressed trees up to a maximum of 20% of the stems in the areas to be thinned in order to improve growth of remaining trees - Dukes Cottage Rose Hill Withersfield Haverhill Suffolk

20 Dates of meetings for 2018

Proposed: 23 January; 13 March; 15 May; 17 July; 18 September; 20 November

21 Agenda items for meeting to be held in January 2018

- Confirmation of precept submission for 2018/19