

# WITHERSFIELD PARISH COUNCIL

Wednesday 8 May 2018

Dear Councillor

You are summoned to attend the next meeting of Withersfield Parish Council to be held on Tuesday 15 May 2018 at 8.0 pm at St Mary's Church. Public and press are welcome to attend the meeting.

## A G E N D A

**1 Apologies for absence**

Cllr Russell Wallington

*Chairman to open the public section of the meeting*

**2 Borough Councillor's report**

**3 County Councillor's report**

**4 Public Forum for parishioners**

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

*Chairman to close the public section of the meeting*

**5 Election of Chairman, and confirmation of other roles and responsibilities including vice chair**

**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, 13 March 2018**

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

**9 Matters arising**

- a) Management of Meldham Bridge entrance to the reservoir area
- b) Outstanding issues relating to Highways
- c) Potential permissive footpath at Arboretum end of that running from White Horse
- d) Repair to bench adjacent to war memorial

**10 To consider applications for co-option of councillor for vacancy on Parish Council**

**11 To receive a report from the Clerk following meeting with Martin Render, Community Heartbeat, re joining the Village Emergency Telephone System (VETS)**

**12 To consider actions in respect of implementation of the new General Data Protection Regulations (GDPR) following decision that Parish Councils do not require an external Data Protection Officer**

- a) Emails from SALC and DPO
- b) NALC GDPR Toolkit
- c) Registration with ICO

- 13 To consider the Local Government Boundary Commission for England review of West Suffolk**
- 14 To consider request from the Speed Watch co-ordinator for contribution towards the purchase of signs and note speeds recently recorded by VAS**
- 15 To receive updates on encouraging extended use of the Sports and Recreation Ground and proposed Children's Play Park – Cllr Eve**
- 16 Finance**
- a) Presentation of monthly accounts – Income and Expenditure and Bank Reconciliation
  - b) End of year accounts 2017/18 and Chairman's Annual Accounts Report
  - c) Approval of internal controls for 2018/19
  - d) Consideration of current Standing Orders, Financial Regulations and Code of Conduct
  - e) Confirmation of receipt of 2018/19 precept
- 17 Correspondence**
- a) Letter – East Anglia's Children's Hospices
  - b) Calor Rural Community Fund
- 18 Planning**
- a) Borough notifications since last meeting  
DC/18/0050/FUL – Planning Application, Single Storey side extension to store room – The Village Hall, Turnpike Hill – approved  
DC/18/0369/TCA – Trees in a Conservation Area Notification, (i) Ash, prune to previous pollard level (ii) Willow, reduce by 2 metres – Willow Cottage, Rose Hill – no objections  
DC/17/2429/VAR – Variation of condition 8 of DC/14/2087/OUT to remove use class restrictions for Construction of research/business park (Class B1) and hotel (Class C1) – Haverhill Research Park, Hanchett End – approved  
DC/18/0577/TCA – Trees in a Conservation Area Notification, 8no Leylandii, fell – Whitehall, Thurlow Road – no objections
  - b) Applications received since last meeting  
DC/18/0501/HH – Replace single storey sloping annex roof with raised roof aligned with the principle roof structure to create habitable room – The Pheasantry, Wrating Road  
DC/18/0577/TCA – Trees in a Conservation Area Notification, 8no Leylandii, fell – Whitehall, Thurlow Road  
DC/18/0678/HH – Householder Planning Application, Conservatory (following demolition of existing conservatory – Bittons Farm, Wrating Road  
DC/18/0739/PA – Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015 – Change of use from Light Industrial use (Class B1(c)) to Dwellinghouse (Class C3) – The Barn Skippers Lane
- 19 Agenda items for meeting to be held on Tuesday 17 July 2018**