

LITTLE GLEMHAM PARISH COUNCIL

2nd October 2017

To members of the Council: Your attendance is required at the next monthly meeting of Little Glemham Parish Council which will be held on **MONDAY 9th OCTOBER 2017 at 8.00 p.m.** in the Parish Room.

Mrs Pat Trinder, Parish Clerk

A G E N D A

1. Present from the Council
2. Present from the Public
3. Apologies for Absence
4. Declaration of Interest: To Receive declarations for pecuniary and non-pecuniary interests
5. To Approve and sign the Minutes of the Council meeting held on 4th September 2017
6. Matters Arising from the 4th September Council meeting:
 - a. [i] Community Area Update: [*Inspection Rota: Sept: Roger; Oct: Claire; Nov: Frank*]
 - [ii] Annual Safety inspection report [if received]
 - [iii] Improvements to community area play facilities
 - [iv] Proposal to extend present lease to include additional area of scrubland
 - [v] Associated car parking provision; Stephen Burroughes & Carol Poulter to report;
 - b. Maintenance of highways/pavements/footpaths
 - c. Bus Shelter cleaning
7. Suffolk Coastal Local Plan Issues and Options Consultation Documents: [Consultation period 18th August – 30th October 2017] *Discussion deferred at the last meeting.* To formulate the Council's response. F.Y.I. please note a provisional date for a 1-2-1 session with the Planning Policy team has been booked for Monday 16th October at 12 noon-1.00 p.m.
8. Consultation for Suffolk's Energy Gateway – specifically the proposed new road to by-pass the villages of Farnham, Stratford St. Andrew, Little Glemham and Marlesford on the A12. To receive any further reports, following the two public exhibitions held on 20th and 23rd September.
9. Suffolk County Councillor's Report
 - Update on date for proposed 'Rural speeding briefing'
 - Update on Little Glemham Community speed watch initiative
10. District Councillor's Report
11. Planning
12. Finance:
 - a. Financial Update
 - b. Renewal of Council Insurance Policy; Renewal documentation already circulated via email; 2017 Renewal Premium due: £352.54. This is Year 2 in a 5-year Long Term Undertaking which ends 30.09.21. *Please note, 2016 premium: £314.30; Increase as a result of 3 items purchased and added to the asset register during 2016, + renovation of village sign [new insurance sum insured of £5,000] plus the increase in Insurance Premium Tax to 12% w.e.f: 1.6.17*
 - c. Invoices to be paid:
 - Clerk's Invoice for salary & expenses:
[July/Aug/Sept 2017].....Amount: £ 335.29
 - Annual Insurance Premium [*5 year LTU applies*]Amount: £ 352.54
 - E-ON Electricity Charges 1.7.17 – 30.9.17.....Amount: *Awaited*
 - d. Internal Audit: Outstanding matters
 1. Financial Regulations: To approve the updated Standing Orders and Financial Regulations. [*Draft document already circulated via email*]
 2. Risk Assessment: To approve the updated Risk Assessment [*Draft document already circulated via email*]

- e. External Audit.
 - f. LGPC – Appointment of Data protection Officer [in readiness for the General Data Protection Regulation [GDPR] which comes into force in May 2018]
 - g. LAIS1402 Precept Consultation *[Documents already circulated via email]*
13. Any Other Business: To include
- 1. SCDC – Consultation in relation to the implementation of Civil Parking Enforcement [CPE] in April 2019.
 - 2. C.A.B. Request for annual donation.
14. Date of next meeting: ***[Budget meeting]***: Monday 13th November 2017