

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan

Acting Proper Officer: Councillor Gerald Brown

E-mail: properofficer@haughley.org.uk

Springfield, Windgap Lane, Haughley, Stowmarket, Suffolk IP29 4BG

Telephone: 01449 257349

Dear Councillor

You are summoned to attend the Meeting of the Haughley Parish Council, which will be held in the Green Room, Haughley Village Hall on **Wednesday 15th August 2018 at 7.00pm**. The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Acting Proper Officer (contact details shown above) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press. Photographing, recording and broadcasting or transmitting the proceedings of the meeting by any means is permitted.

Gerald Brown

Acting Proper Officer

AGENDA

1. To receive and consider apologies for absence
2. To receive Councillors' Declarations of Interest in any item on the Agenda
3. To consider any dispensations
4. To approve the minutes of the Parish Council Meeting of 18th July 2018 – **Appendix 1**
5. **Public Forum** - Up to 15 minutes Public Participation (at the Chairman's discretion). Each speaker will be allowed 3 minutes to address the Council
6. Report from County Councillor A Stringer – **Appendix 2**
7. Report from District Councillor R Eburne – **Appendix 3**
8. To consider the following Planning Application(s) and agree Council comments and recommendations for submission to Mid Suffolk District Council
 - a) DC/18/03360 - Proposal: Householder Planning Application and DC/18/03361 - Proposal: Application for Listed Building Consent - Replacement of windows, replacement of render and installation of external boiler flue. Location: Mere Close Farm, Green Road, Haughley, Stowmarket Suffolk IP14 3RA. Comments invited by 24th August
 - b) DC/18/03413 - Discharge of Conditions Application for DC/18/01944 - Condition 3 (Agreement of Materials) and Condition 4 (Timber Repairs). Walnut Tree Manor Haughley Green Haughley Stowmarket Suffolk IP14 3RQ
 - c) Any other planning application submitted to the Parish Council prior to the meeting
9. To receive an update and consider the formation of a management committee for The Cricket
10. To receive an update for a Neighbourhood Watch scheme for Haughley (SC)
11. To consider litter picking in Haughley during August (AW)
12. To consider purchase of small water bowser - Cost £262 inclusive of shipping. (£314.40 incl VAT). Refer to email. (YH)
13. Finance
 - (a) To receive the Finance Report for July 2018 – **Appendix 4**
 - (i) Bank reconciliation
 - (ii) Budget vs actual to end July 2018

- (b) To authorise payments (BACS, SOs and cheque payments)
- 14.** To receive an updated schedule of items for inclusion in a Parish Infrastructure Investment Plan (GB) – **Appendix 5**
- (a) To consider replacement of village map located at the pond and installation of two further maps in the village (YH)
- 15.** To consider and if thought appropriate approve the documents prepared to recruit a Parish Clerk/RFO, initiate the recruitment process and nominate an interview panel
- 16.** Parish Council Terms of Reference for Councillors – **Appendix 6**
- 17.** To consider matters from correspondence received – information previously circulated
- 18.** Dates of next meeting(s):
- Parish Council Meeting** **Wednesday 19th September 2018** - Venue: Green Room, Haughley Village Hall at **7.00pm**
- Parish Council Meeting** **Wednesday 17th October 2018** - request to move to Thursday 18th October