

# *Hawstead Parish Council*

*In the County of Suffolk*

**Chairman**

Mr John West  
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**Responsible Finance Officer  
and Parish Clerk**

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**NOTICE IS HEREBY GIVEN** that a meeting of Hawstead Parish Council will be held in the village hall on **Thursday 21st March 2019 at 7.30 p.m.** The press and members of the public are invited to attend.

15<sup>th</sup> March 2019

## AGENDA

**1. Apologies for absence**

**2. Public forum**

Members of the public invited to make representations on any item on the agenda.

**3. Declaration of interests**

3.1 To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

*The disclosure must include the nature of the interest. If an interest becomes apparent to a Councillor during the course of a meeting that has not been disclosed under this item, the Councillor must immediately disclose it. Councillors may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillor's judgment of the public interest.*

**4. Minutes**

To resolve that the minutes of the Parish Council meeting dated 17<sup>th</sup> January 2019 be signed as a true and accurate record.

**5. Reports**

To receive reports including the following:-

- 5.1 County Council;
- 5.2 Borough Council;
- 5.3 Police;
- 5.4 Communications;
- 5.5 Greens;
- 5.6 Footpaths and trees;
- 5.7 Highways and safety;
- 5.8 Speedwatch;
- 5.9 Clerk.

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### **6. To consider**

- 6.1 Community Orchard proposal;
- 6.2 Review asset register;
- 6.3 Risk assessment report for 18/19; approve risk monitoring schedules for 2019/20;
- 6.4 Standing Orders and Financial Orders for 19/20;
- 6.5 Code of conduct for 2019/20;
- 6.6 HCC request to move printer;
- 6.7 Consider arrangements for greens maintenance summer 2019;
- 6.8 Churchyard maintenance;
- 6.9 Phone box at Pinford End – defibrillator proposal;
- 6.10 Election arrangements for May 2019;
- 6.11 Succession planning.

### **7. Planning applications, appeals and notifications**

- 7.1 Planning application DC19/0233/FUL for one dwelling with one detached garage and alterations to existing access from Church Road at Land Off Church Road;
- 7.2 Planning application DC/19/0261/HH and listed building consent application DC/19/0262/LB for installation of external boiler to rear elevation(following removal of internal boiler) removal of external wall from window to wall plate level to form new glazed doorway(iii) internal alterations at April Cottage The Pound
- 7.3 Appeals and Notifications.

### **8. Finances**

- 8.1 To receive and approve the bi-monthly financial summary for January-February 2010;
- 8.2 To approve cheques to be issued;
- 8.3. To approve statement of internal controls and receive 18/19 report on internal controls; agree internal control monitoring procedures for 19/20;

### **9. Chairman's summary**

### **10. Correspondence and circulars**

- 10.1 Correspondence confirming the need to re-register to remain on the Housing Register;
- 10.2 St Eds correspondence confirming election costs and procedures, dec of interest, timetables;
- 10.3 Play area inspection reports Feb/March and service level agreement for 2019;
- 10.4 Correspondence with SCC re TVAS schedule;
- 10.4 CAS membership renewal invitation;
- 10.5 Correspondence re Rural Network strategy dated 8 March 2019.

### **11. Date of next meeting**

16<sup>th</sup> May 2019.