

# GREAT BLAKENHAM PARISH COUNCIL MEETING

Members of Great Blakenham Parish Council are hereby summoned to attend the Parish Council meeting to be held on Wednesday 9<sup>th</sup> November at the Parish Room, Stowmarket Road, Great Blakenham.

## AGENDA

1. To receive and approve any apologies for absence.
2. Declaration of any pecuniary and non-pecuniary interests.
  - a. Councillors declaration of interest appropriate to any item on the agenda.
  - b. To receive written requests for dispensations for disclosable pecuniary interest (if any).
  - c. To grant any requests for dispensations as appropriate.

### 3. Public Forum

- a. To receive report from County Councillor
- b. To receive reports from District Councillors
- c. To receive questions from members of the public (allow 15 minutes).

4. To approve the Minutes of the Meeting held on 12<sup>th</sup> October 2016.
5. To note matters arising from the Minutes of the Meeting held on 12<sup>th</sup> October 2016.

### 6. Planning

- a. To consider the following planning applications:

4406/16	Land between and to the rear of 56-58 Chapel Lane, Great Blakenham	Application for the variation of Condition 2 (approved drawings) following appeal overturn decision 3165/14: (Erection of 2no. 3 bed single storey dwellings and construction of shared vehicular access, driveway and parking areas) to include L&TP Drg No. 4980/2A &3A relating to the bungalow to the rear of No.58 Chapel Lane.
4241/16	50 Stowmarket Road, Great Blakenham, IP6 0LN	Single story rear extension.

- b. To note any planning determinations.

c. Any other planning matters for information only.

#### 7. Governance

a. To consider the provision of a mobile phone and for the Parish Clerk and the costs of the associated contract.

b. To consider the contract of employment for the Clerk.

c. To agree the appointment of the Clerk as the Council's Responsible Financial Officer.

d. To consider the registration of the Council with the Office of the Information Commissioner.

#### 8. Churchyard and Cemetery

a. To consider adoption of Cemetery Management Policies – internment form, cemetery regulations, cemetery fees and any supporting documentation.

b. To consider any correspondence relating to the extension of the Cemetery.

#### 9. Village Maintenance

a. To consider the costs of the Street Cleaners work pattern including the cleaning of the Village sign and the street signs.

10. To consider the response to the latest correspondence regarding the draft one year licence for the allotments.

#### 11. PCSO

To consider future funding options for the PCSO.

#### 12. Training and Development for Councillors and Clerk

a. To note the following training already booked:

Cllr. Plume - Action Plans and Business Plans. 13/3/17. Cost - £25+VAT.

Clerk – Digital by Default/How to be Effective Online. 15/11/15.

Cost - £20+VAT.

b. To consider the following training request:

Clerk's Information and Networking Event – 7/12/16. Cost - £16+VAT.

c. To approve a Planning Course at 7 pm on 14/12/16 for all Councillors and Clerk. Cost £210+VAT.

d. To consider any other training requests.

#### 13. Finance

a. To consider the Draft General and Earmarked Reserves.

b. To approve the Clerk's timesheets and extra hours.

c. To consider approving and making the following payments:

Impact Landscaping	Churchyard maintenance	£228.00	LGA 1972 s214(6)
Suffolk Constabulary	PCSO funding	£1460.43	Local Government and Rating Act 1997 s31
Fourteen (Suffolk Ltd)	Cemetery - tree reduction		Open Spaces Act 1906 s10
Great Blakenham Parish Room	Room hire	£20.00	LGA 1972 s111
Royal British Legion	Remembrance Sunday wreath	£25.00	LGA 1972 s137
Community Action Suffolk	Website hosting for one year	£60.00	LGA 1972 s142
SALC	Councillor Training for Cllrs Bowman and Tanwair	£264.00	LGA 1972 s111
M Sillett	Street cleaning	Recurring payment	LGA 1972 s111
G Sillett	Street cleaning	Recurring payment	LGA 1972 s111
Janet Gobey - Clerk	Purchase of Parish Council laser printer, monitor, toner pack, folders/binders (9), accident book, fling trays (3), A4 notebooks (2).	£391.19	LGA 1972 s111
SALC	Locum Clerking Service for July, August, Sept and October 2016 at £25.00 per hour for 10 hours per month. Travel to 4 meetings at £19.80 per Meeting. Postage costs - £1.85	£1297.26 (total)	LGA 1972 s111

d. To note the Council's current financial statement.

## 12. Reports

To receive reports from Councillors assigned to the following:

- a. SALC.
- b. Village Hall Management Committee
- c. Viridor Liaison Committee
- d. Churchyard and Cemetery
- e. Allotments
- f. Parish Liaison
- g. Suez Liaison Group

## 14. Correspondence

To note the following items of correspondence and form a response where appropriate:

31/10/2016	SALC	Response to 2017/18 Local Government Finance Settlement Consultation.
31/10/2016	MSDC	Autumn 2016 Town & Parish Liaison meetings invitation.

15. Date of next Meeting and Agenda items for inclusion.

*J. M. Gobey*

Janet Gobey  
Clerk to Great Blakenham Parish Council.

3<sup>rd</sup> November 2016