

Stonham Aspal Parish Council

NOTICE OF MEETING

Members are duly summoned to attend the next meeting of the Council to be held on Tuesday 19 June 2018 at the Village Hall at 7.30pm at which time members of the public are cordially invited to attend

AGENDA

1. **The Outgoing Chair Introduces the Election of a Chair up to the AGM in May 2019 and the Signing of the Declaration of the Chair's Acceptance**
2. **Apologies and Approval of Absences**
3. **Declarations of Pecuniary or Non-Pecuniary Interests by Members**
4. **Approval of Minutes of the Previous Meeting on 15 May 2018**
5. **Contributions by Members of the Public**

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion
6. **Consideration of Planning Applications and Decision Notices**
 - (a) MSDC DC/18/01817: Application Received (Comments Due 20 June 2018)
Mill Green Farm, Debenham Road, Stonham Aspal, IP14 6BZ
Notification of prior approval under Part 3, Class Q (a) of the Town & Country Planning (GPD) (England) Order 2015. Agricultural buildings to three dwellings.
 - (b) MSDC DC/18/02137: Application Received (Comments Due 20 June 2018)
Fir Tree House, The Street, Stonham Aspal, IP14 6AL
Householder planning application. Erection of garden store (following demolition of existing).
 - (c) MSDC DC/17/05963: Application Granted (15 May 2018)
Kennylands, Thornbush Lane, Stonham Aspal, IP14 5DX
Outline planning application. Erection of detached two-bedroom bungalow.
7. **Finance**
 - (a) Review of Payments & Authorisation of Cheques by Cheque Signatories
 - (b) Approval of Parish Clerk's Salary Scale Change from 20 September 2018 (SCP20)
8. **Governance**
 - (a) Review of Arrangements for the Council's Routine Meeting on 17 July 2018
 - (b) Review of Arrangements for the Council's Additional Meeting on 17 July 2018

- 9. Matters for Consideration at the Meeting on 18 September 2018**
- (a) Review of (i) Income & Budget ii) Expenditure & Budget to 31 August 2018
 - (b) Review & Approval of the Council's Bank Reconciliation to 31 August 2018
 - (c) Confirmation of the Receipt of VAT Refund Claim to 31 March 2018 (£1,025.84)
 - (d) Review of Compliance of Transparency Code & Web Site Requirements 2017/18
 - (e) Review of Conclusion of External Audit & Noticeboard Requirements 2017/18
 - (f) Review of Internal Audit Report 2017/18 Response & Action Plan
 - (g) Review & Approval of the Council's Annual Insurance Cover & Asset Register Checks
 - (h) Review & Approval of the Parish Council's Annual Risk Assessment 2018/19
 - (i) Review & Approval of the Parish Council's Internal Control Statement 2018/19

- 10. Dates of the Next Meetings**
- (a) 17 July 2018 (7.00pm) (Routine Items & Supporting Documents Received by 9 July 2018)
 - (b) 17 July 2018 (7.30pm) (Additional Meeting Items & Documents Received by 9 July 2018)
 - (c) 18 September 2018
 - (d) 16 October 2018

Simon Ashton, Parish Clerk
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12 June 2018