



LITTLE MAPLESTEAD PARISH COUNCIL

NOTICE OF MEETING

Little Maplestead Parish Councillors, you are hereby summonsed to attend
THE 2019 ANNUAL PARISH COUNCIL MEETING of
Little Maplestead Parish Council
on: **Wednesday 15th May 2019 at 7.30pm**
at: **The Round Church, Little Maplestead**
for the purpose of transacting the following business:

AGENDA

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **2019 Parish Council Election**
 - 3.1 Confirmation of Results
 - 3.2 Acceptance of Office
 - 3.3 Declarations of Interest Forms to BDC
 - 3.4 "Nil" Expenses claim to BDC
4. **Apologies and reasons for absence**
5. **Minutes of the previous meeting** - Councillors are asked to agree the minutes of the Parish Council meeting held on Wednesday 13th March 2019 as a true and accurate account of the proceedings of the meeting.
6. **Declarations of Interest** - Councillors are advised to declare the existence and nature of any 'Disclosable Pecuniary', 'Other Pecuniary' or 'Non-Pecuniary' interests relating to items on the Agenda.
7. **County/District Matters**
District Election Results
8. **Policies and Procedures**
Confirmation by Councillors of the undermentioned Policies and Procedures for the 2019/20 period of office (copies issued to Councillors by email from The Clerk)
 - Standing Orders
 - Complaints Procedure
 - Publication Policy
 - Risk assessment
 - Code of Conduct

9. Agreement/Confirmation of Councillors' responsibilities.

10. Progress Updates and Councillors' (initials indicated) Reports

- 10.1 Defibrillators and VETS Scheme (Training on sat 22nd June) **BP**
 10.2 Footpaths **GH**
 10.3 Highways including update on Collins Farm letter. **GH**
 10.4 Mobile Phone Mast/Sudbury Road land **DA**
 10.5 Parish Room **BP**
 10.6 Playing Field **TC/TB**
 10.7 Police and Community Funded Special Officer **BP**
 10.8 Post Box on Gestingthorpe Road: Update from Clerk
 10.9 UEA Parish Orchard Survey **TB**
 10.10 Village Gate/Sign **BP**

11. Public Forum

For discussion of items on the agenda and matters of mutual interest; maximum time of **15 minutes/3 minutes per contribution**, or at the Chairman's discretion

12. Clerk's Report

12.1 Grants update/proposal:

- Calor
- CIF

12.2 Contractors

- MD Landscapes
- Jonathan Doe
- BDC Street Cleaning
- Playground Inspection

12.3 Insurance:

Information from Clerk issued separately to Councillors by email.

12.4 Items for Parish Magazine.

13. 2019/20 Proposed Parish Council Meeting Dates:

Wednesdays: July 17th, September 18th, November 20th, January 15th, March 19th.

14. Financial Report

14.1 Bank Balances

As at 5th May 2019 the balance of funds held at Lloyds Bank, following Receipts and Payments noted below, is **£15,823.89**

14.2 Ratification of Payments made since 2nd April 2019

Md Landscapes: £156.00

J&M Payroll: (Clerk Pay 6 months in arrears) £1,299.30

EALC Membership: £81.98

British Recycled Plastics for Playing Field bench: £812.16

Paul Clark Printing: VETS info cards: £31.20

14.3 Notification of Receipts since 2nd April 2019

CCGrant: £375.00

BDC: £1,924.00: 50% of 2019/20 Precept plus distribution of surplus

15. Planning

15.1 Applications Received:

19/00592/ADV: 3 fascia signs and 1 A Frames Board, Turners Coaches, Sudbury Road.

15.2 Application Decisions:

None

16. Items for next Meeting Agenda

Note that no decisions can be lawfully made under this item: LGA 1972 Section 12 10(2) (b) states that business must be specified, so Councillors cannot lawfully raise matters for decision.

17. Date of Next Meeting: Wednesday 17th July at School Farm Cottage

Signed:



Ann Harris: Clerk to the Council: Thursday 9th May 2019

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND