

HOXNE PARISH COUNCIL

Councillors are summoned to attend the ANNUAL MEETING of Hoxne Parish Council on THURSDAY 3 MAY 2018 at Hoxne Playingfield Pavilion at 19.30. Public and Press are welcome to attend.

AGENDA

1. Election of Chairman

The newly elected Chairman will duly sign a Declaration of Acceptance of Office.

2. Apologies

3. Order of Business

Councillors and members of the public to be reminded that in the interests of openness and transparency, that the law permits persons to film, record, photograph or use social media in order to report the proceedings of a meeting.

4. To receive declarations of pecuniary and non-pecuniary interests and consider requests for dispensations. Councillors to be reminded of the requirement for them to individually update their Registers of Interests as appropriate

5. PUBLIC FORUM

a. SPEAKER

Mr John Pateman-Gee, Area Planning Manager, Babergh and Mid Suffolk District Councils.

b. To receive reports from

- Suffolk County Councillor, Cllr G McGregor
- Mid Suffolk District Councillor, Cllr E Gibson-Harries

c. An opportunity for the public to make comments

6. To consider confirming the minutes of the meeting held on 5 April 2018

7. Matters arising from minutes for 5 April 2018

8. Co-option to the Parish Council - to consider applications for co-option for the Council.

9. To note resignation of Mr Rod Searle from the Parish Council and note co-option procedure for remaining vacancy on the Parish Council.

10. To make appointments to the following:

-Vice Chairman

-Responsible Financial Officer

-Data Protection Officer (General Data Protection Regulation 2018)

-Cheque Signatories

-Planning Co-ordinator

-Planning Committee

-St Edmund's Hall Representative (Trustee of St Edmund's Hall)

-Hoxne Playing Field Management Committee Representative (Trustee of the Playingfield)

-Suffolk Association of Local Councils Representative

-Footpaths' Co-ordinator

-Village Voice Correspondent

-Vehicle Activated Sign Co-ordinator

-Village Sign Working Group

11. To consider u 2018 Model Standing Orders.

12. Planning

a. To consider the planning applications detailed below:

Ref	Location	Details
DC/18/01420	Lea Cottage, Low Street (Listed Building Consent)	Erection of porch to rear elevation (following removal of existing porch); erection of car port/workshop/store (following removal of existing garage and fence); insertion of new staircase and enclosing wall to provide access to existing attic accommodation.
DC/18/01419	Lea Cottage, Low Street (Planning Permission)	Erection of porch to rear elevation (following removal of existing porch); erection of car port/workshop/store (following removal of existing garage and fence); insertion of new staircase and enclosing wall to provide access to existing attic accommodation.
DC/18/01351	Town Farm, Denham Road	Erection of steel framed agricultural grain storage building with continuous flow grain drier and pre-storage silo (to replace existing outdated facility)
DC/18/01718	Birch Farm. Syleham Road	Erection of extension to agricultural building

b. To note any planning determinations.

c. Any other planning matters.

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13. Procedural

- a. To consider acceptance of the **Accounts** for the year ending 31 March 2018
 b. To consider completion of Section One (Annual Governance Statement) **and** Section Two (Accounting Statement) and of the **Local Councils' Annual Return** for year ending 31 March 2018

14. Correspondence

To note the following correspondence previously circulated for information:

Received	From	Subject
18.04.18	Suffolk Association of Local Councils	GDPR Learning Together, e-bulletin Issue 2
18.04.18	Babergh Mid Suffolk District Councils	One Council Update
19.04.18	Suffolk Preservation Society	Planning Training (landscaping)
19.04.18	Babergh Mid Suffolk District Councils	Consultation under Regulation 16 - Neighbourhood Planning (General) Regulations 2012 (as amended) - Stradbroke Neighbourhood Development Plan
24.04.18	Suffolk Police and Crime Commissioner	Your Police, Your Say meetings
25.04.18	Parishioners	Anti-social behaviour at Water Meadows, Watermill Lane
26.04.18	NALC via Suffolk Association of Local Councils	Significant updates on GDPR – appointment of a Data Protection Officer.
26.04.18	Suffolk Association of Local Councils	NJCC/SLCC Local Council Clerks pay award 1 April 2018

15. Financial matters

a. To note the current **financial statement**.

b. **Payments:** To consider making payments as detailed:

Amount	Payee	Details
£389.48	Mrs S Foote	Clerk's salary May 2018
£192.00 incl VAT	Mid Suffolk District Council	Annual Bin emptying fee (1 April 2018 to 31 March 2019)
£58.44	Mrs S Foote	Clerk's expenses May 2018
£27.00	Anglia Book Keeping	Payroll for months 1,11 and 12
£341.01	Suffolk Association of Local Councils	Annual Subscription

16. **Reports:** To receive reports from –

- Brakey Wood and Footpaths
- Hoxne Playingfield
- St Edmund's Hall
- Vehicle Activated Sign
- Village Sign Working Group

17. **Matters of report by individual Councillors**

18. **Urgent matters and matters for information**

Signed: Sarah Foote

Dated: 28 April 2018