

Bramfield and Thorington Parish Council

Members are summoned to the Annual Meeting of the Parish Council which will be held on Monday, May 14th 2018 in the Village Hall, Bramfield at 7pm.

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 8) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:

Signature: Paul Widdowson

Paul Widdowson, Clerk to the Council, 69 Dukes Drive, Halesworth IP19 8DR:

Tel: 01986 872114: Email: paul.widdowson1@btinternet.com

Council Website: <http://bramfieldthorington.onesuffolk.net/parish-council/>

Agenda:

- 1) To elect a Chair for 2018 – 2019 and receive the Chair’s Declaration of Acceptance of Office:**
- 2) To elect a Vice-Chair for 2018 - 2019:**
- 3) To appoint a Responsible Finance Officer for 2018 - 2019:**
- 4) Apologies:** To receive any apologies for absence.
- 5) To receive Declarations of Interest and confirm all members have reviewed their Declarations of Interest Forms:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting.
- 6) Requests for dispensations:** Consideration of any requests for dispensation.
- 7) To receive a report** from the County and District Councillors:
- 8) Public Session:** Members of the public have fifteen minutes to ask questions on topics on the agenda.
- 9) To confirm the Minutes** of the Parish Council Meeting held on April 9th 2018:
- 10)Emergency Planning:** Councillors to discuss an Emergency Plan for the Parishes.
- 11)Village Hall:** Councillors to discuss how to help the Village Hall.
- 12)Traffic Report on A144:** To update councillors on A144 Traffic Calming.
 - a) Motion –** To support the Plan to slow traffic to 40mph at each end of Bramfield Village:
- 13)Telephone Box:** To update councillors on the telephone box.

14)Planning Matters: To agree and discuss the following planning applications:

Proposal: *Discharge of Condition Nos. 4, 5, 6, 7, 10, and 14 of DC/16/4122/FUL - Demolishment of existing bungalow and sheds with new house and double garage built - Details of garage, tree details, surface water details, contamination details and sewage treatment details.*

Address: *The Drive Bungalow, Edwards Lane, Bramfield, Halesworth, Suffolk. IP19 9HN*

Ref: *DC/18/1690/DRC*

Proposal: *Demolition of the existing redundant outbuildings. Construction of a new 3 bed house with ground floor and attic bedrooms |*

Address: *Land Behind The Old Butchers Shop, The Street, Bramfield, Halesworth, Suffolk. IP19 9HT*

Ref: *DC/18/1673/FUL*

Proposal: *Variation of Condition No. 2 of DC/17/4444/FUL - Demolition of existing dwelling house and erection of a new self-contained dwelling house and associated infrastructure and works. - Variation to updated submitted plans with a small amendment to the entrance porch canopy.*

Address: *Former Waterloo Farm, Halesworth Road, Bramfield, Halesworth, Suffolk. IP19 9HW*

Ref: *DC/18/1633/VOC*

15)Clerk's Report and Correspondence: The Clerk to update the council on correspondence received and the administration of the council.

16)Financial Report:

- a) **Balances at the Bank on April 30th 2018:** To receive an update on the current financial status.
- b) **Cheques for payment:** To review receipts and approve payments

17) Review of Internal Control Statement for Year Ending March 31st 2018:
Councillors to discuss and agree the new Policy.

18) Review of the Asset Register for the Year Ending March 31st 2018:
Councillors to review and agree the new Register.

19) Accounts year ending March 31st 2018: Review of the Accounts for Internal Audit and any questions:

To approve Section 1 of the Annual Return and sign declaration:

To approve Section 2 of the Annual Return and sign declaration:

To agree the accounts for the year ending 31st March 2018:

Acceptance of financial report and year end accounts:

To agree to a 'Limited Assurance Review' or to complete a 'Certificate of Exemption':

20)To receive information and agenda items for the Parish Council Meeting to be held on Monday, June 11th 2018: