

LAXFIELD PARISH COUNCIL

MEETING

Monday 8 July 2019 in the Parish Room at 7.30pm

Councillors are duly summoned to attend the statutory meeting of the Parish Council to transact the business detailed below.



Karen Gregory, Parish Clerk

OPEN FORUM

- Members of the public are invited to give their views or question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chair, before the start of the meeting. This item will be limited to 15 minutes.
- To receive reports from district and county councillors.

AGENDA

1. Apologies and approval of absences

Apologies already received from D Alchin, G Salter, L Sharman

2. Declarations of interest

3. Approval of minutes

- 19/07/01 Approval of minutes from last full Parish council Meeting held on 10 June 2019
- 19/07/02 Additional approval of minutes from Extraordinary Meeting held on 30 May 2019
- 19/07/03 Additional approval of minutes from Extraordinary Meeting held on 20 June 2019

4. Membership

- 19/07/04 Parish Councillors – declaration of acceptance of office and Register of Interests
- 19/07/05 Election of committee chairs, members and charity representatives – review the gaps as attached appendix
- 19/07/06 Parish Councillor training and Parish Councillor Welcome Pack
- 19/07/07 Parish Councillor email addresses – confirmation of acceptance of use for Parish Council business or option to use laxfield.org email address

5. Planning

- DC/19/00156 Mill Road Development Stage 2 (Suffolk Highways written update – D Alchin)

6. Finance

- 19/07/08 Authorise cheques, direct debits and income as listed in Register of Payments
- 19/07/09 Review Bank reconciliations for April 2019 and May 2019. Update on reconciliation for June 2019
- 19/07/10 Cheque signatories and authorisers for electronic banking – update on progress with Barclays
- 19/07/11 Additional signatory/authoriser for electronic banking and cheques - nominations
- 19/07/12 Instigation of a financial quarterly review conducted by a Parish Councillor - nominations
- 19/07/13 PWLB village hall loan payment delay

7. Playing Field/Children's Play Area

- a. 19/07/14 Playing Field tractor repair (A Peachey)
- b. 19/02/05 Sports Pavilion proposal update (S Innes/A Clarke)
- c. 19/07/15 Playing field broken manhole cover in urgent need of repair (S Innes/Clerk)

8. Neighbourhood Plan

- a. 19/07/16 Working group update (S Innes)
- b. 19/07/17 Budget management update (Clerk)

9. Community Led Housing

- a. 19/07/18 Update (written update D Alchin/S Innes)

10. Promotional material/events

- a. 18/10/06 Village map background update (Clerk)
- b. 19/07/19 Website - Request from Village Hall for access (Clerk)

11. Roads, Footpaths, Infrastructure, Green Areas

- a. 19/05/07 Replacement refuse bins update (Clerk)
- b. 19/05/08 Vehicle Speed Indicator Device update (S Innes)
- c. 16/10/09 Progress of additional traffic calming ideas (written update D Alchin)

12. Correspondence

- a. 19/05/10 Suffolk Rural Coffee Caravan update (Clerk)
- b. 19/07/20 Suffolk Highways – B1117 Station Road Laxfield surface dressing revised dates, 11 – 16 July 2019
- c. 19/07/21 Village bus service
- d. 19/07/22 Bus subsidy reduction (written paper – G McGregor)
- e. 19/07/23 Suffolk Community Awards – nominations
- f. 19/05/12 To note gardening assistance request complete

13. Date of next meeting

- a. Monday 9 September 2019 at 7.30pm in the Parish Room.

If you would like to attend a parish council meeting please come along. Alternatively if you would like to raise a matter of concern please do not hesitate to contact the parish clerk or a member of the council.

Karen Gregory (Parish Clerk)

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APPENDIX**Laxfield Parish Council Meeting – July 2019****LAXFIELD PARISH COUNCIL****COMMITTEE COMPOSITION**

NAME OF OFFICE	NAME	PROPOSED	SECONDED
PLANNING AND AMENITIES CHAIR	S Innes	D Alchin	R Simmonds
Nominated member	D Alchin	S Innes	R Simmonds
Nominated member	A Peachey	S Innes	R Simmonds
Nominated member	A Clarke	D Alchin	R Simmonds
Nominated member	VACANCY		
Nominated member	VACANCY		
Nominated member	VACANCY		
GROUND COMMITTEE CHAIR	A Clarke	S Innes	D Alchin
Nominated member	S Innes	L Sharman	A Peachey
Nominated member	L Sharman	S Innes	A Peachey
Nominated member	VACANCY		
Nominated member	VACANCY		
Nominated member	VACANCY		
Nominated member	VACANCY		
FINANCE AND GENERAL PURPOSES CHAIR	R Simmonds	A Peachey	D Alchin
Nominated member	A Peachey	S Innes	D Alchin
Nominated member	A Clarke	S Innes	R Simmonds
Nominated member	VACANCY		
Nominated member	VACANCY		
Nominated member	VACANCY		
Nominated member	VACANCY		
Village Hall Council representative	R Simmonds	S Innes	D Alchin
Village Hall Council representative	VACANCY		
Smith & Ward Charity	R Simmonds	S Innes	D Alchin
Relief in Need Charity	S Innes	D Alchin	A Peachey
Relief in Need Charity	VACANCY		
Laxfield & District Museum	L Sharman	S Innes	R Simmonds
Laxfield & District Museum	VACANCY		
SALC & county area committees	D Alchin	S Innes	A Peachey
SALC & county area committees	VACANCY		