

## GREAT BLAKENHAM PARISH COUNCIL MEETING

Members of Great Blakenham Parish Council are hereby summoned to attend the Parish Council meeting to be held on Wednesday 11<sup>th</sup> January 2017 at the Parish Room, Stowmarket Road, Great Blakenham at 7.00pm.

### AGENDA

1. To receive and approve any apologies for absence.
2. Declaration of any pecuniary and non-pecuniary interests.
  - a. Councillors declaration of interest appropriate to any item on the agenda.
  - b. To receive written requests for dispensations for disclosable pecuniary interest (if any).
  - c. To grant any requests for dispensations as appropriate.
  - d. To consider co-option request from a parishioner, followed by signing of Declaration of Office as required.

### 3. Public Forum

- a. To receive report from County Councillor
  - b. To receive reports from District Councillors
  - c. To receive questions from members of the public (allow 15 minutes).
4. To approve the Minutes of the Meeting held on 9<sup>th</sup> November 2016.
  5. To note matters arising from the Minutes of the Meeting held on 9<sup>th</sup> November 2016.

### 6. Planning

- a. To consider the following planning applications:

4494/16	Land at Field Quarry (known as Masons Quarry), Bramford Road, Great Blakenham	Application for approval of Reserved Matters (phases 1-8), pursuant to Outline Permission Ref.1969/10
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- b. To note any planning determinations.

4406/16	Land between and to the rear of 56-58 Chapel Lane, Great Blakenham	Application for the variation of Condition 2 (approved drawings) following appeal overturn decision 3165/14: (Erection of 2no. 3 bed single storey dwellings and construction of shared vehicular access, driveway and parking areas) to include L&TP Drg No. 4980/2A &3A relating to the bungalow to the rear of No.58 Chapel Lane.
4241/16	50 Stowmarket Road, Great Blakenham, IP6 0LN	Single story rear extension.

Both applications approved.

- c. Any other planning matters for information only.

### 7. Governance

- a. To consider the appointment of SALC as the Council's Internal Auditor for the financial year 2016-17
- b. To note the Clerk's extra hours.



- c. To note the end of the Clerk's probationary period and approve the Clerk's pay rise.
- d. To consider the Council joining the SnOasis Parish Alliance.
- e. To determine arrangements for Parish Council meetings in the months of August and December from 2017 onwards.

#### 8. Churchyard and Cemetery

- a. To consider setting up a working party to develop Cemetery Management Policies – internment form, cemetery regulations, cemetery fees and any supporting documentation.
- b. To consider any correspondence relating to the extension of the Cemetery.
- c. To resolve to put the contract for Cemetery and Churchyard maintenance out to tender for the period from April 2017.
- d. To review the previous tender document for the Cemetery/Churchyard contract (2014 to March 2017).

#### 9. Village Maintenance

- a. To consider the costs of the Street Cleaners work pattern including the cleaning of the Village sign and the street signs.
- b. To consider the Council's future policy regarding the one year licence for the allotments.

#### 10. Parish Council Committees

- a. To consider setting up and the remit of Parish Council committees
- b. To determine membership of any such committees.

#### 11. Training and Development for Councillors and Clerk

- a. To note the following training already booked (if any).  
None.
- b. To consider the following training request:  
The Clerk to undertake the Certificate in Local Council Administration (cost approx. £250)
- c. To consider any other training requests.

#### 12. Finance

- a. to consider projects, parish developments / requirements to determine budgets and Precept for 2017/18
- b. To note the following cheques signed out of Meeting.

Impact Landscaping	Churchyard and cemetery maintenance October, July and August (5 invoices)	£1320.00	LGA 1972 s214(6)
Great Blakenham Parish Room	Room hire(November)	£20.00	LGA 1972 s111
Janet Gobey - Clerk	Salary (September, October, November)	£626.70	LGA 1972 s111
HMRC	Clerk's NI and tax	£257.80	LGA 1972 s111
Janet Gobey - Clerk	Salary (December)	£256.92	LGA 1972 s111
M Sillett	Street cleaning	£262.50	LGA 1972 s111
G Sillett	Street cleaning	£262.50	LGA 1972 s111



c. To consider approving and making the following payments:

Impact Landscaping	Churchyard and cemetery maintenance for November and December	£546.00	LGA 1972 s214(6)
Great Blakenham Parish Room	Room hire (December)	£20.00	LGA 1972 s111
Janet Gobey - Clerk	Purchase of postage stamps, ring binder case (1), USB sticks (6), monitor cable (1).	£90.85	LGA 1972 s111
SALC	Digital by Default Training – Janet Gobey 15 <sup>th</sup> November 2016	£24.00	LGA 1972 s111
SALC	Planning Training Session 14 <sup>th</sup> December 2016	£252.00	LGA 1972 s111
M Sillett	Street cleaning	Recurring payment	LGA 1972 s111
G Sillett	Street cleaning	Recurring payment	LGA 1972 s111

d. To note the Council's current financial statement.

### 13. Reports

To receive reports from Councillors assigned to the following:

- a. SALC.
- b. Village Hall Management Committee
- c. Viridor Liaison Committee
- d. Churchyard and Cemetery
- e. Allotments
- f. Parish Liaison
- g. Suez Liaison Group

### 14. Correspondence

To note the following items of correspondence and form a response where appropriate:

25/11/2016	Claydon Youth Community Project	Request for funding for school holiday activities.
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15. Date of next Meeting and Agenda items for inclusion.

*Janet Gobey*

Janet Gobey  
Clerk to Great Blakenham Parish Council.

5th January 2017