

COCKFIELD PARISH COUNCIL

Members of the Council:

You are hereby summoned to an **Ordinary Meeting of the Parish Council which will be held in the Village Hall on Thursday 28 April at 7.30pm** for the purpose of transacting the business below.

Members of the public:

Members of the public are welcome to attend and may address the Council, following item three on the agenda, when the meeting is adjourned.

Reporting on Meetings

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions. Would any person intending to report please give notice before the start of the meeting to the Clerk or Chairman of the Council to enable reasonable facilities to be afforded.

AGENDA

1. To receive any apologies for absence.
2. **To receive, from Members, any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.**
3. **To approve the minutes of the Ordinary Meeting of the Parish Council held on 31 March 2016.**
4. **Adjournment for:**
 - 4.1 County Councillor's report.
 - 4.2 District Councillor's report.
 - 4.3 Public comment and/or questions.
5. **Parish Clerk's Report.**
6. **Planning:**
 - 6.1 To consider any applications received including:
B/16/00372 - The Horseshoes Inn, Stows Hill - alteration to existing conservatory, including removal of fenestration, installation of three new windows and installation of new studwork and render; and Listed Building Consent.
 - 6.2 To note any applications considered the deadlines for which were in advance of this meeting including:
B/16/00401 - Kings Barn, Smallbridge Farm, Bradfield Road - notification for prior approval of proposed change of use of agricultural to dwelling house (use class C3) and for associated operational development.
 - 6.3 To note any Babergh DC planning permissions/refusals received including:

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B/16/00268 - **granted** - Bezaleel, Bury Road - erection of single-storey rear extension and construction of hardstanding.

- 6.4 To note the situation with application B/16/00438 - Rookery Farm, Windsor Green - erection of grain store - about which the Council was unable to comment to Babergh District Council (as the planning authority).
7. **Council Governance:**
 - 7.1 To review the systems of internal control and to take action as appropriate.
 - 7.2 In compliance with the Accounts and Audit Regulations 2015, to approve the completion of Section 1 of the Annual Return - "Annual Governance Statement 2015/16" for Cockfield Parish Council.
 - 7.3 To review the Council decision last September to change the frequency and start time of Council meetings; and given the need to provide for the effective and timely consultation of planning matters, to consider the number and type of meetings required for 2016-2017.
8. **Finance:**
 - 8.1 To receive a financial statement and report, including the final position with the 2015-2016 Council budget.
 - 8.2 To authorise payments as presented and to note income received.
 - 8.3 To confirm the budget for 2016-2017.
 - 8.4 In compliance with the Accounts and Audit Regulations 2015, to approve the completion of Section 2 of the Annual Return - "Accounting Statements 2015/16 for Cockfield Parish Council".
9. **Correspondence:**

To consider the list of correspondence received and to take action as appropriate.
10. **Annual Parish Meeting 2016:**

To confirm arrangements for the meeting to be held on Thursday 12 May.
11. **Councillor Projects and Portfolios - Reports:**
 - 11.1 Local Needs Housing - Cllr Morley
 - 11.2 Pavilion - Cllr Southgate
 - 11.3 Suffolk Association of Local Councils (SALC) - Cllr Cutting-Keyton
 - 11.4 Greens - Cllr Brinkley
 - 11.5 Glebe Land - Cllr Morley
 - 11.6 Earl's Meadow - Cllr Williams
 - 11.7 Cemetery - Cllr Turner
 - 11.8 Parish Paths - Cllr Turner
 - 11.9 Highways and Emergencies - Cllr Portwood
 - 11.10 Police/Fire - Cllr Cutting-Keyton
12. **Pavilion Management:**

To consider the need to re-establish a Pavilion Management Committee - with the potential membership comprising Parish and Community Council, and user representatives - and to take action as appropriate.
13. **Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.**

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14. **Next Meeting:**

To note that the Annual Meeting of the Parish Council is scheduled for Thursday 26 May in the Village Hall beginning at 7.30pm.

A handwritten signature in black ink, appearing to read 'D Reed', with a long horizontal stroke extending to the right.

Parish Clerk: Doug Reed, Proper Officer of the Council
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