



WORLINGHAM PARISH COUNCIL

NOTICE OF MEETING

You are summoned to the Parish Council meeting of Worlingham Parish Council will be held on **Tuesday June 23rd 2015 at Worlingham Primary School at 7.00pm.**

.....
Signed

.....
Dated

The purpose of the meeting is for Councillors to discuss Parish business and whilst the attendance of residents is welcomed, they are not allowed to join in the discussions of the Councillors.

Agenda

1. a) To receive any apologies for absence.
b) To receive any Declarations of Personal interest regarding the agenda.
c) To receive any Declaration of Prejudicial Interest regarding the agenda
d) To receive any Requests for Dispensation on matters relating to the agenda
e) To remind councillors to update the Register of Interests online.

2. To approve and sign the minutes of the Parish Council Meeting held on 20th May 2015.

Meeting adjourned for public participation

3. *The purpose of the meeting is for Councillors to discuss Parish business and whilst the attendance of residents is welcomed, they are not allowed to join in the discussions of the Councillors.*
During each meeting the council will adjourn for a period of 10 minutes for public questions. During this time, residents can put questions to the Chairman regarding matters on the agenda. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.
 - a) To receive a report from the police representative.
 - b) To receive a report from WDC – Councillor Brooks
 - c) To receive a report from SCC Councillor Punt
 - d) To receive comments from any members of the public on matters on the Agenda.

Meeting reopened.

4. Chairman's Report including;
 Biogas visit – 25th June 2015 – 7pm – numbers to be confirmed.
 Elm Tree and Wood – Park Drive
 Grapevine – future of
 Councillor vacancy
5. Planning applications received prior to the meeting including;
 DC/15/2011/TPO – 17 Marsh lane – trees for pruning

 DC/15/2087/FUL – 2 storey side extension at 9 Pine Tree Close by Mr R Goodwin.

b) To receive WDC responses to planning applications.
 53 Coney Hill – approved

6. Reports from Councillors and clerk including;
 - a) Woodfield Park
 - b) Garden competition
7. Update from meetings/ events attended by Councillors including;
 - a) Community facility site
 - b) Fete meeting
 - c) N Plan meeting – Flower Festival. Leaflet distribution outside shops. N Plan surgeries – 27th June, 4th July, 11th July. Schools. Businesses. Stall at village fete.

Future Events

Surgeries – to continue?
 World of Planning Sessions – note dates
 SNT meetings – 1st July – Cllr Raybould
 Sizewell C Community engagement events

8. Clerks report and update including correspondence received.
 Parish plan - Highways/ traffic matters
 SCC works – fencing, white lining.
 Norse works – jet washing, grass cutting
 Future of local policing review – meeting dates to note.
9. Finance Matters including;
 - a) Authorisation of cheques for payment.
 - b) To receive any donation requests.
 - c) To reappoint the clerk as the Responsible Finance Officer for 2015/16
 - d) Risk assessment – to note the risk assessment for 2015/16

- e) Confirmation of bank signatories
 - f) Internal controls – to note the effectiveness/ appropriateness of the internal controls
 - g) To review level of Fidelity Cover
 - h) To confirm suitability of internal auditor and to reappoint for 2015/16.
10. Model Code of Conduct – to confirm the model code of Conduct as set out in the Local Authorities (Model code of Conduct) Order 2007 and the Suffolk Code of Conduct adopted by the council.
 11. Standing Orders – to confirm the parish council standing orders – financial and ordinary for 2015/16 as previously agreed by council.

Due to the confidential nature of the next agenda item, the public and press will be asked to leave.
 12. Staff salary
 13. Date of next meeting
Next Meeting of the Parish Council – Tuesday 7th July 2015 at 7pm.

PLEASE NOTE THAT ALL PARISH COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS THE PARISH COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2011 THE CODE OF CONDUCT IS AVAILABLE FOR INSPECTION BY CONTACT WITH THE CLERK.