

The next meeting of Stansfield Parish Council will take place on Monday 18th March 2019 at 7p.m. in Stansfield Village Hall.

Members of the public are welcome. There will be an Open Forum at the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.

AGENDA

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the meeting held on Monday 21st January 2019
4. County Councillor's Report
5. Borough Councillor's report
6. Police issues
7. To receive an update on the list of actions agreed at the last meeting
8. To discuss the following financial issues:
 - a) Approval of payments and signing of Schedule of Payments
 - b) Approval of payments authorised between meetings
 - c) To receive a statement of receipts and payments (including online payments) made since the last meeting
 - d) Councillor to complete the checklist of internal controls
 - e) To review all regular payments including the clerk's salary and approve payments relating to these services for 2019 - 2020
 - f) To review the clerk's contract of employment
 - g) To check the PAYE details and tax code for the clerk's salary
 - h) To review the income and expenditure for 2018/19 against the budget and discuss the level of reserves for general and earmarked expenditure
 - i) To review the register of fixed assets and insurance values and check that the level of insurance cover is adequate
 - j) To review the Council's risk assessment
 - k) To check that the levels of liability insurance are adequate
 - l) To appoint an internal auditor to check the Council's system of internal controls and review the effectiveness of the internal audit. The internal auditor must be independent from the Parish Council.
 - m) To review the effectiveness of the Council's internal controls
 - n) To nominate a councillor to inspect the Council's property for damage or defects by 30th April 2019 and complete the inspection checklist.
 - o) To review the complex bank mandate at Barclays
9. To discuss the following planning issues
 - a) DC/19/0369/LB - Plough House, Plough Hill, Stansfield - LBA (i) Glaze open side elevations of porch (ii) Install door to existing door opening
 - b) Planning update. From 1st May paper copies will no longer be sent to parish councils
 - c) Submitting responses to planning applications online
10. To discuss any highways/Rights of Way issues/tree/transport issues
 - a) VAS assessment
 - b) Email from Suffolk County Council re changes to school transport and the need for families to opt-in by 31st May 2019 if they require school transport
 - c) Email from Connecting Communities confirming that from 1 April 2019 all Connecting Communities passengers will be charged fares, and free bus passes will no longer be accepted.
11. Parish Elections on 2nd May 2019
 - Nomination forms
 - Letter from West Suffolk re cost of an uncontested in May 2019 and from 2020.
 - Pre-election Purdah
12. To discuss any village issues
 - a) Request from the Bridge Club for faster broadband in the village hall
 - b) Update on progress of proposal to improve the mobile phone signal in Stansfield following meeting with James Carlidge MP

- c) Quotes for strimming the chapel burial ground
- d) Suggestion to build a fitness trail on the playing field

13. To discuss any correspondence

14. Any other business for noting or including on the agenda of the Annual Meeting of the Parish Council on Monday 20th May 2019 at 7pm or the Annual Parish Meeting at 8pm