

DEBENHAM PARISH COUNCIL

Chair: Mrs L Cockerton

Temporary Clerk: C Williamson

Telephone: 01449 736362 /email: ecwil@hotmail.com

July 14th 2009

All Parish Councillors are summoned to attend an ordinary meeting of the Parish Council to be held on Monday, July 20th at 7.30 p.m. in Dove Cottage. All parishioners are also invited to attend this meeting.

The meeting is open to the public. Any parishioner wishing to raise a matter on the agenda should speak at item 6 or item 20.

pp Clerk

AGENDA

1. **Apologies for absence** (Cllrs Baxter, Voller)
2. **Declarations of interest with regard to items on the agenda and additions to register**
3. **To receive outstanding Declarations of Acceptance of Office (J Farthing)**
4. **Draft conservation area document:** presentation by Mr Patrick Taylor, MSDC Conservation Consultant
5. **Reports (maximum 4 minutes per report please)**
 - 5.1 Police report
 - 5.2 District Councillor's report
 - 5.3 County Councillor's report
6. **Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak*
7. **Minutes of Previous Meetings:**
 - 7.1 June 15
 - 7.2 **To consider recommendations made in report of July 13th meeting (not quorate) including:**
 - 7.2.1 **Assets register:**
 - 7.2.2 **Risk assessment for 2009**
 - 7.2.3 **RFO's report**
8. **Presentation of accounts for first quarter of 2009/10**
9. **Accounts for payment** (to be received)
10. **To consider payment of invoices for August (list supplied by RFO)**
11. **Payments Received**
12. **Report on Parish surgery held on July 4th**
13. **Planning matters:**
 - 13.1 **Approvals:**
 - 1134/09: No 7, The Butts: Erection of two-storey rear extension
 - 1379/09: 12 Cross Green, removal of eucalyptus and elder, pollard sycamores
 - 1412/09: 33 Chancery Lane: Replacement of two first floor windows
 - 12.2 **Appeal decision:** 0659/09 The Pharmacy, Little Back Lane, air conditioning unit – appeal allowed
 - 12.3 **Refusals:**
 - 12.4 **Applications: 1773/09** Blood Hall Cottage, Kenton Road: erection of garden room with attached boiler room /wc
 - 12.5 **Planning Correspondence** including

Green near Lock Close: update

- 14. Reports from committees and working groups, including**
 - 14.1** Terms of reference for committees and working groups
 - 14.2 Allotments and Cemeteries:**
 - 14.2.1 Allotment Rent Review
 - 14.2.2 Cemetery charges approval
 - 14.2.3 To remove dead tree on cemetery boundary
 - 14.3 Play Areas**
 - 14.3.1 To confirm that Mrs C Hellier is on the committee as a member of the public
 - 14.3.2** RoSPA report
 - 14.3.3** Recreation Ground Play Area repairs: to consider quotations for repairs to matting
 - 14.3.4** To consider two estimates for removal of swings
 - 14.3.5** To consider quotation from MSDC for regular play area inspections
 - 14.4 Website** including website report and advertisement
 - 14.5 Trees and Greens:**
 - 14.5.1** To consider request to use Market Green for the sale of cakes
 - 14.5.2** To consider response to Mr Spurling re Andrews Close Green
 - 14.6 Public Lavatories:**
 - 14.6.1** Recent problems: absence of lock, door binding because of vandalism
 - 14.7 Street Lights** (problem with light near public lavatories)
 - 14.8 Footpaths**
 - 14.9 Traffic matters in Debenham:** to consider setting up a working group including non-councillors
- 15. Irvine Martin Project** (update from Cllr Baxter)
- 16. DLC:** update
- 17. To consider placing Simpson Charity documents in Records Office**
- 18. Correspondence Received: to note except were indicated-** (*to be advised*)
- 19. Correspondence sent** (does *not* include procedural mail eg between Clerk, RFO and Council)
- 20. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action.
- 21. Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak*
- 22. Any other business:** information exchange only
- 23. Date of next meeting:** provisionally July 27th, August 10, August 17, September 14
- 24. Temporary exclusion of press and public:** *That pursuant to the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting due to the confidential nature of the business to be discussed concerning legal issues; potentially sensitive personnel content.*
- 25. Employment matters: clerk and RFO vacancies**
 - 25.1** Responses
 - 25.2** To consider appointing an interviewing committee
 - 25.3** Timetable for interviewing / appointments
- 26. Insurance claim update**
- 27. 91 Gardeners Road –**
 - 27.1** to receive and consider copy letter regarding neighbouring properties
 - 27.2** to receive and consider estimate for fence replacement

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LC/ECW July 15 2009

Simpson Charity docs – to put in Records Office?

Traffic matters in Debenham: to consider setting up a working group including non-councillors: defer to next meeting