

Meeting of Chilton Parish Council to be held at 7.30pm on Monday 2<sup>nd</sup> March 2015  
at Great Waldingfield Village Hall.

## AGENDA

1. **Apologies** for absence
2. **Declaration of Interest**
3. Receive **Councillors' request for dispensation**
4. Agree **Minutes** of Chilton Parish Council meeting held on 5<sup>th</sup> January 2015
5. **Public participation session**: 15 minutes for the public, county and district councillors and community support police officer present to make representations and answer questions on matters of interest.
6. Agree actions required on the **Clerk's Report** and Chairman's Report.
7. **Questions to the Chair.**
8. Agree actions required on **Routine Correspondence** received and emails circulated by the Clerk to councillors since the last scheduled meeting.
9. **Planning**
  - a. Consider any **planning application** received since the agenda was posted
  - b. **Status of planning applications**, enforcement referrals and plans previously reviewed by Parish Council.
10. **Finance**
  - a. From the **RFO Report** authorise payments made since last meeting and to be made; note income received since last meeting; review the Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs Budget
  - b. Consider **donation requests** received from organisations
  - c. Agree **Earmarked Reserves** to be carried forward to 2015 / 2016
  - d. Update on changes to **authorised signatories** for CPC's banking arrangements
11. Update on **Chilton Woods Shaping and Public Consultation** and consider any further actions by CPC
12. Consider response to BDC's consultation on the **Community Infrastructure Levy**
13. Consider response to BDC's consultation on the **Local Plan**
14. Review criteria required by CPC to comply with the new **Transparency Code for Smaller Authorities**
15. Review **Burial Authority** matters
16. Consider adoption of the following **Protocols, Policies and Procedures**:
  - a. Charitable Giving Policy
  - b. Statement of Community Engagement Policy
  - c. Health & Safety Policy
  - d. Equality Policy
  - e. Freedom of Information Request.
17. Review any issues raised on **Footpaths and other amenities**
18. Update on outstanding issues with **Suffolk County Council**
19. Note that the **Chilton Annual Parish Assembly will be held on the 27<sup>th</sup> April 2015** in Great Waldingfield Village Hall starting at 7.30pm
20. Update on plans for **CPC Election on 7<sup>th</sup> May 2015**
21. In accordance to CPC's Standing Order 3d the councillors to consider the exclusion of the public and press from the meeting due to the **confidential nature of the Clerk's appraisal and Contract of Employment**
22. Consider **Clerk's appraisal**, as undertaken by the Chairman, and agree CPC's assessment. Agree changes to Clerk's Contract of Employment due to him completing 5 years' service
23. ]- at the council.
24. Date of next scheduled meeting is **12<sup>th</sup> May 2015** at Great Waldingfield Village Hall starting at 7.30pm.