**NOTICE OF**

**PARISH COUNCIL MEETING**

Wednesday 8th March 2017

at 7.00pm in Tunstall Community Hall

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

# Agenda

1. To receive Apologies for absence
2. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
3. Public Participation - To receive:
	1. Reports or comment from any member of the public
	2. Reports from County and District Councillors
4. To agree Minutes of meeting dated 11th January 2017
5. Planning:
	1. To discuss and agree response to the following Applications received:
		1. DC/17/0353/FUL – Various alteration at 1 Heath Cottages, Tunstall
		2. DC/17/0396/FUL and DC/17/0397/LBC – Alterations to Snape Bridge House, Snape Bridge, Tunstall
		3. DC/17/0696/FUL - Erection of outbuilding comprising triple garage, kennel, workshop and equipment store. New entrance gates and section of boundary fences; Modifications to existing boundary wall at Sheppards Barn, Woodbridge Road, Tunstall
		4. *Any other applications forthcoming*
6. Tunstall Common: To discuss four elements suggested by Cllr. Ross as areas in need of discussion with the Forestry Commission
7. Tunstall Parish Review 2017: To discuss proposed review documentation
8. Clerk:
9. To receive report from Cllr. Saunders with reference to the Clerk’s annual review
10. To discuss Clerk’s Pay Scale (currently SCP21) and whether to raise this to SCP22 in line with contract (from £10.36 per hour to £10.63 per hour)
11. Finance Matters:
	1. To review accounts for January and February 2017
	2. To acknowledge and authorise new hourly pay rates as set by the National Joint Council for Clerks (SCP22 being 10.74 from 1st April 2017)
	3. To authorise the following Invoices for Payment:
		1. J Hallett (Clerk) – Office + mileage expenses £198.01
		2. Westcotec Limited (SID) £3,780.00
		3. Any invoices coming forth…
	4. To note Payments made since last meeting:
		1. SCDC (Rent to Sign land) £4.11
		2. J Hallett (3 month’s salary) £870.24
	5. To note Payments received since last meeting:
		1. SCC Funding for SID £500.00
	6. To note Bank Balances as at 28th February 2017:
		1. Barclays Bank (Current Account) £tbc
		2. IBS (Tunstall Parish Council) £10,785.23
		3. IBS (Tunstall Common Fund) £29,143.76
12. To receive Clerk’s report and items arising from last minutes not covered elsewhere, to include:
	1. To receive an update from Cllr. Smith on his investigations in to insurance liability for Duck Lane
	2. To discuss any requirements for controlling any anti-social behaviour in the village
	3. Any matter forthcoming
13. Highways:
14. To agree a name to put forward to SCDC as a suggestion for the new close behind Street Farm
15. To receive an update from Clerk/Cllr. Saunders regarding the Highways Site meeting on 7th March 2017
16. Documentation – To acknowledge review of the following documents:
	1. Suffolk Code of Conduct (2014 version)
	2. Risk Assessment (Financial) March 2017
	3. Risk Assessment (Non-Financial) March 2017
	4. Risk Assessment (Catchment Pit) March 2017
17. Community Centre:
	1. To discuss action to be taken to prepare for applying for grants to improve facilities at the hall
	2. To discuss purchase of a new Litter Bin for the Play Park
18. To receive agenda items for next meeting and agree date of Next Meeting

Judi Hallett

Clerk to Tunstall Parish Council, 28th February 2017