

POLSTEAD PARISH COUNCIL

Clerk: Dave Crimmin, Cragston, Sudbury Road, Newton, Sudbury, Suffolk CO10 0QH
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AGENDA FOR THE MEETING TO BE HELD ON 16th FEBRUARY 2012 AT 7.30pm

1. Apologies for absence
2. To receive Councillors' Declaration of Interest
3. Agree minutes of Polstead Parish Council (PPC) meeting held on 19th January 2012
4. Receive reports from County Councillor, District Councillor and Suffolk Constabulary
5. To receive reports and questions from Councillors
6. To receive Chairman's Report
7. To consider report from Louise Wilby, Suffolk ACRE, on the analysis and recommendations following the Local Housing Needs Survey
8. To receive reports and questions from Parishioners (Public Forum - contributions to be limited to 2 minutes)
9. Consider any issues raised regarding Highways and Footpaths including a presentation on the Footpath Map and the proposed maintenance programme for Polstead's footpath infrastructure
10. Agree actions following the review of the Clerk's Report
11. Agree actions required on Correspondence Received since the last meeting
12. Planning
 - a. Consider changes proposed for **Planning Application B/11/01588/FUL Tyrone, Boxford Road** - Erection of replacement dwelling and garage, as amended by drawings received 27/01/12.
 - b. Consider any planning application received since agenda was posted
 - c. Status of Planning Applications previously reviewed by Parish Council.
13. 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 award of footpath maintenance contract for 2012
 - c. Consider applying for a Locality Budget.
14. Update on National Grid's Community Forum on the route of the Bramford to Twinstead power line through the Parish of Polstead
15. Review the plans for the Queen's Diamond Jubilee celebrations and consider the planting of tree(s) to mark the anniversary and the purchase of commemorative mugs
16. Review PPC's Risk Register as at January 2011
17. Review effectiveness of PPC's Internal Controls and Internal Audit process
18. To consider establishing an heating oil buying scheme for Polstead
19. To agree proposed plans for consultation on the draft Polstead Conservation Area Appraisal
20. Future Agenda Items
21. Date of next meeting 15th March 2012.