

**Westhall Parish Council meeting - Westhall Village Hall
Monday 3rd October 2016 at 7.30 pm
AGENDA**

1. Apologies and receipt of absences.
2. Receipt of declarations of financial interests.
3. Resolution that minutes of meeting 5 September 2016 are correct record.
4. Clerk and Chairman's reports about progress of actions from last meeting, inc outstanding matters from July meeting.
5. Finance:
 - a. Authorise payments:
 - SALC invoice for website training 18172 - £49 + VAT
 - Community Action Suffolk invoice for annual insurance premium - £232.97
 - Vertas invoice for Pleasure Ground cut - £71.55 + VAT (to be reimbursed from 'Recreation Ground's account).
 - b. Consider request for donation from Suffolk Accident Rescue Service.
6. Highways - Report on pending Mill Common roadworks and agree letter to residents (*draft attached*).
7. Planning - Consider planning & Listed Building application re: Stradbroke Town Farm - replacement brick chimney stack inc liner for stove - DC/16/3656/FUL & DC/16/3657/LBC.
8. Discuss SALC survey on public services - broadband, planning, highways, police - <https://www.surveymonkey.co.uk/r/DPVTC2B>. Response due by 30th November.
9. Waveney Parishes meeting 28 September - P Langford / J Lickman report inc Halesworth TC's request for contribution toward free parking.
10. Consider Freedom of Information Act publication scheme - to ensure PC complies with its obligation to provide public access to information (*draft attached*).
11. Correspondence for information:
 - a. **Westhall's website** - SCC transferring hosting of to Community Action Suffolk. Annual charge of £50 + VAT from 1st November 2016. (NB: Website is legally required under Transparency Code.)
 - b. **WDC update on draft Local Plan** - first draft to be published for consultation April / May 2017, final draft autumn 2017 and adoption May 2018. See website for responses to initial consultation: www.eastsuffolk.gov.uk/newlocalplan.
12. Reports from other organisations.
13. Any items of information.
14. News items for HCN.
15. Next meeting - 7 November 2016 at 7.30.

REMAINING MEETING DATES FOR 2016: 5 December.

(NOTE: meetings to move to 2nd Monday of the month starting January 2017)