**Agenda:**

1. Apologies for Absence.
2. Chairman’s Opening Remarks
3. Councillors’ Acceptance of Office.
4. Minutes of the previous meeting held on 16th May 2019. (Attached)
5. Matters arising from the minutes:

**Action Points:**

* Contact the contractors who quoted for cutting the verges with the result of the process. **Action: The Clerk.** Completed.
* Contact Neighbourhood Watch and ask that the information should be sent to the Clerk for distribution. **Action: The Clerk.** Completed.
* New cheque signatories: Cllr Rose and Cllr Ronchetti, in addition to the Chairman. **Action: The Clerk and The Chairman.** Completed.

1. Notification of any urgent business.

**Public Forum.**

1. Correspondence received.

* Various documents from SALC.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Eye Neighbourhood Development Plan.
* Eye to Eye.
* Enquiry about the Parish Council Website.
* Environmental Stewardship 2018 Claim Payment.
* Parish Register of Interests Query.
* Police Locality Meeting.
* Countryside Stewardship and Environmental Stewardship and Update on your Revenue Claims.
* Parish Council Audit.
* Highway Contractor Consent.
* Bin Collection Day Changes

1. The Common
   1. Report from the Commons Co-ordinator.
2. Highway matters:
   1. Cutting of grass verges.
3. Finances and financial report.
   1. Balances on Accounts 29th May 2019.
      1. Current account: £9,142.59
   2. Financial report and bank reconciliation.
   3. Annual Accounts 2018/2019
   4. To authorise cheques for signature:

N.B. Cheque signatories to initial cheque stub and invoice.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses |  | £253.76 | LGA 1972 S112 |
| HMRC | PAYE |  | £55.73 | LGA 1972 S112 |
|  |  |  |  | LGA 1972 s111 |

* 1. Requests for financial support: None.
  2. Receipts:

1. Procedural. (Attached)
   1. Review of the Asset Register.
   2. Review of the Standing Orders
   3. Review of the Financial Regulations
   4. Review of the Statement of Internal Control.
   5. Review of the Council’s Risk Assessments.
2. Planning:
   1. Applications:
   2. Applications – no decisions to date:
      1. Various Applications for Progress Power Station listed previously.
      2. Application DC/19/00667

Proposal: Full Planning Application - direction of 2NO. B8 storage buildings and link extension between buildings 6 and 7.

Location: land on Eye Airfield, Ipswich Road, Eye.

* + 1. Application DC/19/00108

Proposal: Full Planning Application - erection of factory with an adjoining two-storey production office, warehouse extension, a loading dock building, material stockpile and two-storey administration office building. Provision of 9no. caravans for temporary accommodation for seasonal staff. Creation of vehicular access.

Location: Chestnuts Farm, Langton Green, Eye.

* 1. Planning decisions:
     1. Approved:
  + Application No. DC/19/01563

Proposal:Full Planning Application - Change of use of land and conversion of former equine outbuilding to agricultural/commercial herb processing unit. Improvements to site vehicular access and installation of sewage treatment unit.

Location:Land Adjacent Kiln Farm, Mellis Road, Thrandeston, Diss Suffolk IP21 4BD

* + Application for Works to Tree(S) in a Conservation Area - DC/19/01782

Proposal:Notification of Works to Trees in a Conservation Area - T1 (Horse Chestnut) Pollard and reduce by 50%

**Location:** School House, Little Green, Thrandeston, Diss Suffolk IP21 4BX

* + A140 Roundabouts and Link Road improvement scheme – response for Suffolk County Council.
    1. Refused: None.
    2. Discharge of Conditions: None.
  1. Withdrawn: None.
  2. Appeal by: None.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on Monday 2nd September 2019.