Butley, Capel St. Andrew & Wantisden Parish Council

**Chairman: Cllr David McGinity**

**Parish Clerk: Joanne Peters, Neutral Farm House, Mill Lane, Butley. IP12 3PA**

**Tel: 01394 459400, E-Mail:** [**butleyparishclerk@gmail.com**](mailto:butleyparishclerk@gmail.com)

**NOTICE IS HEREBY GIVEN THAT THE VIRTUAL ANNUAL GENERAL MEETING OF BUTLEY, CAPEL ST. ANDREW & WANTISDEN PARISH COUNCIL**

**WILL BE HELD VIA ZOOM AT 7:30PM ON THURSDAY 9th JULY 2020**

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

***(Members of the public are advised that the use of audio recording is permitted at this meeting. If members of the public wish to attend this virtual meeting either via audio or video conferencing please contact Jo Peters, Parish Clerk at*** [***butleyparishclerk@gmail.com***](mailto:butleyparishclerk@gmail.com) ***by 6:00pm on 9th July 2020 )***

### AGENDA

1. Election of Chairman

2. Election of Vice Chairman

3. Open Public Forum

***(Public Question Time - Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public, whilst welcome to attend, may not take part in the meeting itself)***

4. To receive reports from

County Cllr Andrew Reid

District Cllr James Mallinder

5.To receive Apologies for Absence

6. To Receive Councillors Declarations' of Interest

(a) To Consider any Dispensations

7. To approve the draft minutes of the Parish Council meeting held on Thursday 12th March 2020 (Note the May Meeting was cancelled due to Covid-19)

8. Matters arising from the Parish Council meeting held on Thursday 12th March 2020

9. Parish Clerk’s Report

10. Parish Council matters: -

10.1 – Matters relating to Highways including speeding & flooding & outcome of recent meeting held with SC Highways Officers and County Cllr Andrew Reid

10.2 – Art-Work at Butley Info Point & Implementation of Book Swap Scheme

10.3 - Boyton, Butley/Capel St Andrew for the proposed Quiet Lane extension

10.4 – Views on reopening Butley Village Hall

10.5 – Suffolk Climate Change Policy

10.6 – Sizewell C

11. Planning

**New Applications**

None received

**Update on existing applications**

**Planning Ref: DC/19/4100/FUL**

Address: Butley Mills, Mill Lane, Butley

Proposal: Change of use and internal alterations from 5 holiday lets to one dwelling.

The Parish Council had **No Objections** to this application but it was pointed out within the response that no parking on Mill Lane should be permitted and the kitchen /living area did not appear originally and should not be allowed in line with the previous conditions granted. This application has been Granted by ESC with 5 Conditions

**To consider any applications received at the discretion of the Chairman**

12. Finance

**Bank Balances as at 19th May 2020**

Business Current Account - £4,012.18, Business Savings Account - £1,849.31

**Income received**

ESC (1st Half of Precept) - £1,407.44

ESC (Cllr Mallinder Enabling Communities Budget – Strimmer) - £225.00

13. To approve items for Authorisation for Payment:-

Jo Jones (Parish Clerk) Salary & Expenses - £126.36

Cllr McGinity (Petrol & Air Filter – Mower) - £18.08

HMRC (PAYE) - £94.20

Heelis & Lodge (Internal Audit Fee) - £50.00

13.1 - To approve the 2019/20 End of Year Accounts and Internal Audit

13.2 – To approve the 2019/20 Exemption from External Audit Certificate

13.3 - To Approve Section 1 & 2 of the Local Councils Annual Return

14. Correspondence

14.1 – ESC Local Plan Consultation

14.2 – SALC – Code of Conduct Consultation

15. Date of next meeting – Thursday 10th September 2020

Signed: Joanne Peters, Clerk to the Council Dated: 29th June 2020