Butley, Capel St. Andrew & Wantisden Parish Council

**Chairman: Cllr David** McGinity

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

**Tel: 01394 459400, E-Mail:** **butleyparishclerk@gmail.com**

**NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF**

**BUTLEY, CAPEL ST. ANDREW & WANTISDEN PARISH COUNCIL WILL BE HELD ON THURSDAY 9th MARCH 2017 AT 7:45PM IN BUTLEY VILLAGE HALL**

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

***(Pubic are advised that the use of audio recording is permitted at this meeting. Should filming take place and you do not wish to be filmed please notify the Clerk before the meeting begins)***

**Welcome to Members of the Public/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.

### AGENDA

1.To receive Apologies for Absence

2. To Receive Councillors Declarations' of Interest

 (a) To Consider any dispensations

3. To receive reports from:-

 County Cllr Andrew Reid

 District Cllr Ray Herring

4. To approve the draft minutes of the Parish Council meeting held on Thursday 12th January 2017

5. Matters arising from the Parish Council meeting held on Thursday 12th January 2017

6. Parish Clerk’s Report

7. Parish Council Matters

8. Planning

 **Applications since the last meeting:-**

 **Application Ref: DC/17/0713/FUL**

99 Tangham Cottages, Tangham, Capel St Andrew

Proposal: For the construction of a brick & timber extension to the side elevation of the property to facilitate improved modern living space.

**(To be considered at this meeting)**

 **Update on existing applications:-**

**Application Ref: DC/16/4913/FUL**

Address: Oyster Inn, Church Rd, Butley

Proposal: To convert existing out-buildings to single holiday let unit, games room, village shop and micro-brewery.

The Parish Council were in **Full Support** of this application. This application has been **Granted** by SCDC.

**Planning Ref: DC/16/2153/CLE (Lawful Development Certificate)**

Address: Staverton Caravan Park, Fenn Row, Wantisden

Proposal: Use of land for stationing of two mobile homes

The Parish Council had **No Objections** to this application. No decision has been made by SCDC, to date.

9. Finance

 **Bank Balances as at 28th February 2017**

Business Current Account - £353.47, Business Savings Account - £4,331.76

10. To approve items for Authorisation for Payment:-

 Jo Jones (Parish Clerk) Salary - £110.59

 HMRC (PAYE – Jo Jones Jan, Feb & March’17) - £82.80

10.1 To carry out a review of the Standing Orders & Financial Regulations

10.2. Review of the Internal Financial Control System

 10.3. Review of the Effectiveness of the Internal Audit

11. Correspondence

12. Any other matters arising

13. Date of next meeting – Thursday 11th May 2017 (Annual Parish Meeting & Annual General Meeting)

Signed: Joanne Jones, Clerk to the Council Dated: 2nd March 2017