

MELLIS PARISH COUNCIL

I hereby give notice that a Meeting of Mellis Parish Council meeting will be held at **Mellis Memorial Hall on Thursday 11th July starting at 18.00.**

The Press and the Public are invited to attend. Parish Councillors are summoned to attend.

The council members, members of the public and the press may record/film/photograph or broadcast Council Meetings when the public are not lawfully excluded. Any person wanting to do this should advise the Clerk and anyone who attends the meeting and does not wish to be filmed, should advise the Parish Clerk

Signed: *Daniel Roth*

Dated: 7th July 2019

Clerk to the Council

AGENDA

- 1 Apologies for absence- to receive and consider acceptance of apologies**
- 2. To note Declarations of Interest**
 - 2.1 To receive declarations of pecuniary and non-pecuniary interests on agenda items
 - 2.2 To consider any requests for dispensations with regards to declarations of interests
- 3. To approve draft minutes of the Parish Council meeting 9th May 2019**
- 4. To note matters arising from the minutes of meeting 9th May 2019 (for report and not on the agenda)**
- 5. To consider co-option of Councillor following uncontested Parish Council Election of 2nd May 2019**
- 6. Public Forum**

Public Participation Sessions in Council Meetings
Councils are reminded that it is good practice at council meetings to hold a public participation session to afford members of the public an opportunity to ask questions, give an opinion or raise concerns. While this is often confined to items on the agenda, some councils allow more flexibility to enable broader parish issues to be identified.
The practice of closing a meeting prior to the start of a public participation session (and resuming again afterwards) is outdated and contrary to legal advice. Such a session forms part of the meeting in law, should be included on the agenda, managed by the Chairman and documented in the minutes. The minutes should however be succinct and might only record a list of the topics raised. They should not, in particular, record the names or other personal data of individual members of the public taking part.

 - 6.1 To receive reports from the County Councillor and District Councillor
 - 6.2 To receive comments from members of the public in attendance
- 7.1 To consider Planning**

DC/19/02967 Pountney Hall The Common Mellis Eye Suffolk IP23 8EF
Application for Listed Building Consent. Insertion of new window in kitchen
(comments by 15th July 2019)

DC/19/01717 | Planning Application. Change of use and conversion of barn to form
1no. dwelling including part demolition to form garden area. |Barn East Of Manor Farm
House The Common Mellis Eye Suffolk IP23 8EE **(comments by 21st June 2019)**
- 7.2 Planning decisions**

DC/19/02285 Willow Lodge, The Common, Mellis, Eye Suffolk IP23 8EF **Approved**

DC/19/01369 Land West Of Manor Farm The Common Mellis Eye Suffolk IP23 8EE
OUTLINE PLANNING PERMISSION HAS BEEN GRANTED

DC/19/01650 Land At Bullocks Farm Earlsford Road Mellis Suffolk
OUTLINE PLANNING PERMISSION HAS BEEN GRANTED

DC/19/02458 Willow Lodge The Common Mellis Eye Suffolk IP23 8EF
DOES NOT WISH TO OBJECT

DC/19/02661 he Glebe Thrandeston Road Mellis Eye Suffolk IP23 8DR
DOES NOT WISH TO OBJECT

8. Annual Audit

- 8.1 To review internal audit report for Mellis Parish Council for the year ending 31st March 2019 and agree actions.
- 8.2 To consider / approve Annual Governance and Accountability Return for 2018/19 Part 2
- 8.3 To consider / approve Explanation of variances
- 8.4 To appoint internal auditor for 2019 - 20

9. To consider / approve Asset Register

10. Review training needs

11. New grit bin applications

- 11.1 Consider the purchase of a grit bin for the approved location

12. Newstead Land

13. Road Safety

14. Tree planting and replacement

15. Well reinstatement

16. Village Directory sign board

17. Clerks Reports

- 17.1 Clerks report and correspondence received

18. Finance

- 18.1 To appoint RFO for year ending 31/03/2020
- 18.2 To consider / approve Accounts for Payment.

19. Public Forum for comment on Items Discussed in the Meeting

20. Items to be considered for the next agenda

**21. Date of next meeting – 8th August 2019 Parish Council Meeting 18.00 – Memorial Hall
Dates of further meetings – Second Thursday of Month**

Daniel Roth
Parish Clerk 07/07/2019

Email: mellisparishcouncil@gmail.com