

**Bredfield Parish Council**  
**Meeting 25<sup>th</sup> March 2013 – St. Andrew’s Church Room, Bredfield at**  
**7.00pm**

**Agenda**

1. Apologies
2. Confirm minutes of previous meeting
3. Matters arising from action points of previous meetings
4. Declarations of interest
5. Report from Community Police team
6. Report from County/District Councillor
7. Correspondence
8. Quality assurance
  - Annual review and agreement of essential processes, including financial regulations, standing orders and risk assessment
  - Continued appointment of clerk as RFO
  - Clerk’s contract of employment and job description
9. Finance
  - Financial statements
  - Outstanding payments – cheques to be signed
  - News of precept allocation for 2013
  - Review of budget
  - Annual audit process
  - VAT return
10. Matters from the public
11. Highways
  - Drainage on Woodbridge Road bend
  - Other issues
12. Planning
  - Neighbourhood planning
  - Planning application C13/0376/: 1 Forge House, Woodbridge Road, Bredfield. Two storey rear and side extension.
  - LDF modifications consultation
13. War memorial update
14. Jubilee Field
  - Progress report, land purchase
  - Solicitors’ fees
  - Volunteer group – constitution, fundraising, development of land
15. Date and arrangements for annual parish meeting and next parish council meeting
16. Other matters arising