**SWEFLING PARISH COUNCIL**

**Meeting Tuesday February 13th 2024 7.30pm**

**Held at Sweffling Village Hut, The Street, Sweffling, IP17 2BN**

Draft **Minutes**

**1. Attendance and Apologies**

Present: Prof John Tesh (JMT) Chair, Steve Ashurst (SA), Jill Abbott (JA), Jenny Tyson (JT) and 3 members of the public.

Apologies from: Cllr Amanda Daniel, Cllr Audrey Lummis

and District Councillor Vince Langdon-Morris.

**2. To receive Declarations of Interest and to consider Requests for Dispensations.**

None were received.

**3. Minutes of the previous Meeting**

a) Having been circulated to all councillors prior to the meeting, councillors unanimously agreed the minutes of 9/01/24 to be correct. The Chair was duly authorised to sign them as a correct record.

b) Matters Arising.:5b) In the absence of a clerk, Cllr Jenny Tyson has agreed that she will take responsibility for checking the ESDC Planning Portal, and reporting to SPC. Cllr Steve Ashurst reported that he had made arrangements for uploading the PC docs to the PC website.

**4. Councillors’ Reports.**

The District Councillor report was noted with thanks.

 No report from the County Council had been received.

**5. Up-date on Flooding and Watercourses.**

Chairman Cllr JMT thanked Cllr SA for organising a village working party to monitor the watercourses and the areas that had flooded in the village (Oct ‘23) and for making a comprehensive written report on the current situation. He and others from the village had also attended the meeting in Framlingham on Jan 21st on the River Ore flooding and related river floodplains.

 SA said that although some ditches in Sweffling could be dug out by local volunteers, some watercourses needed specialist attention, by professional contractors with permission from government agencies. For instance, down the edge of Holden’s Lane where the run-off is sometimes in an open ditch (overflowing), but it also crossed under the road and flows in a narrow pipe on the opposite side adjacent to Blyth Villas. The flow has eroded the edge of the road in this area making it a danger to cars in this narrow lane.

 SA is engaging with the Highway Agency, and he is hoping to organise a meeting with them to include the Environment Agency, local landowners and affected parishioners to ascertain what they are allowed to do. Landowners are currently working on clearing ditches higher up this lane and this is already helping drainage lower down the road.

**6. Village Matters.**

 **Jubilee Field:** **South boundary hedge.**

 Cllr SA reported that the 25 Oak trees that had been delivered (from the Woodland Trust), were planted earlier this month. 150 hedgerow trees to go in the gaps are due to be delivered this week. There is help to plant them from caring residents around the Jubilee Field, but they will need water. SA anticipates hosepipes from Jubilee Close could be utilised. Chippings will be used for mulching.

 **Jubilee Field: Cutting Programme and Contractor**

Chairman JMT reported that during the past year our contractor D. Kindred had made a very good job of managing the frequency and the look of the cut. For a twice a month cut (possibly Mar – Sept) this was £120 a month. The PC had received £300 towards the cutting of Jubilee Field from the Fete profits. After discussion it was agreed unanimously that DK should have the contract for 2024 and that the wildflower area should be kept to the edge of the field (cut with a wavy edge) with the mid section kept short for games.

**7. Correspondence.**

a) A letter from the Townland Trust has been received, but it was decided to wait until Cllr AD (RFO), could be present to discuss its contents. It will be on the March agenda.

 b)Cllr JA brought attention to an email from the planning department regarding the ‘Planning Committee Member Call-In Process’ Email resent to all SPCllrs for information.

**8. Finances**

a) **To authorise cheques for signature**

No transactions since last meeting.

 b) **To receive and approve payments since last meeting.**

 DD London & Zurich Ltd 17.99

 (Play equipment inspection fee) Approved unanimously.

c) **To receive and approve the financial report from the RFO including balances from Barclays Bank.** In her absence Cllr AD (RFO) had sent written details of Barclays Bank accounts.

**Statements**

SPC Community Current Ac Balance £4,504.11

SPC Business Premium ME Balance £4,920.04

Balance per Cashbook agreed to statement 13/02/2024, - Approved.

d) Chairman JMT advises that the last Barclays Branch in the area – Leiston – is due to close in May.

 **9. Planning Matters**

**a) To receive Planning Decisions –** None received

**b) To consider any Planning Applications –** None received

 **10. AOB None received**

 **11. To confirm the next meeting of the Parish Council**

Confirmed as Tuesday 13th March 2024 at 7.30pm

The meeting ended at 9.25pm. Minutes by Cllr Jill Abbott.

Signed ……………………………………….Chairman

 Date……………………………………..