

Sweffling Parish Council

You are duly required to attend the next meeting of Sweffling Parish Council to be held at Sweffling Village Hut. The Street, Sweffling IP17 2BN

Tuesday 12th November 2024 7:30pm

AGENDA

- 1. Chairperson's welcome and to receive *Recording:*** *The Council, members of the public and the press may record/ film/ photograph or broadcast this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk (in advance) who will instruct that they are not included in the filming.*
- 2. To receive councillors' apologies for absence.**
- 3. To receive members' declarations of interest.**
- 4. Minutes.**
 - a) To sign the Minutes of the Parish meeting 10th September 2024 as a true record.
 - b) Matters Arising
 - a. 5.2.5 – The Clerk did write to Cllr Langdon Morris and his response was circulated to Parish Councillors
 - b. 5.2.6 – The ESDC Minutes were circulated by the Clerk
 - c. 6.- The Clerk did write to Cllr Langdon Morris and his response was circulated to Parish Councillors
 - d. 9.1 – The Clerk wrote to ESPA asking to be affiliated and this has been confirmed by ESPA
 - e. 9.2 – The Clerk circulated the latest information relating to Emergency Planning from ESDC
 - f. 11.1 The Clerk is asking for the sign off of the new Standing Orders proposed at the last meeting, no amendments have been sent (see item later in the Agenda)
 - g. 13.1 – Footpath Map for circulation, the Clerk is unsure how to proceed, short discussion required?
- 5. Councillors' Reports**
 - a) Suffolk County Council – Cllr Stephen Burroughes
 - b) East Suffolk District Council – Cllr Vince Langdon-Morris & Cllr Owen Grey
 - c) Suffolk Constabulary
- 6. Flooding update: any news**

7. Local Infrastructure projects

Discussion concerning Infrastructure projects: Sizewell, Sealink, Nautilus.

8. Village Matters

- a) Up-date on Jubilee Field – Cllr Ashurst
- b) Update on Suffolk Blooms - Clerk
- c) Up-date on Defibrillator – Cllr Daniel
- d) Fibre Broadband rollout – Cllr Abbott

9. Correspondence

- a) Affiliation to East Suffolk Planning Alliance (ESPA).
- b) Emergency Planning resources

10. Finance

- a) To authorise cheques for signature – none have been raised
- b) To approve the 2nd quarter Cashbook and Budget monitoring
- c) To authorise 2024 pay award for Clerks salary backpay
- d) To consider the draft budget for 2024/25 proposed by the Clerk
- e) To receive and approve payments since last meeting – O/L means online

| | £ |
|---|--------|
| a) O/L Clerk Salary September | 208.06 |
| b) O/L Clerk Salary May (not paid in error) | 172.32 |
| c) O/L HMRC Emp tax 1 st quarter | 138.20 |
| d) O/L HMRC Emp tax 2 nd quarter | 156.20 |
| e) O/L Grass cutting Jubilee Field | 80.00 |
| f) O/L SPC Website hosting | 60.00 |
| g) O/L Clerk Salary October | 208.26 |

11. Audit Review 2024

Report from the Clerk on the Audit and recommendations action planning and Clerk to present a summary of actions taken.

Approvals required to meet Audit Review requirements

- 1) Approval of New and updated Standing Orders 2024
- 2) Approval of Safeguarding Policy – minimal changes from 2023
- 3) Sign off fixed asset register for 2024/25

12. Planning Matters

a) To receive planning decisions:

Amendments on the Planning Portal and consultation

- a. DC/22/3124/OUT Houses at Glemham Road – Permitted
- b. DC/24/3450/ARM Houses at Glemham Road – Permitted

b) To consider any planning applications – None outstanding

c) Holdan's Lane – any further developments?

13. Any Other Business

14. Date of next meeting, time and venue.

Peter Grogan Clerk to Sweffling Parish Council