

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 10th September 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 9th July 2024 as a true record.
 - b) Matters Arising
- 5. Councillors' Reports**
 - a) Suffolk County Council – Cllr Stephen Burroughes
 - b) East Suffolk District Council – Cllr Vince Langdon-Morris & Cllr Owen Grey
 - c) Annual Police report from Suffolk Constabulary - circulated
- 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
 - b) Up-date on Defibrillator – Cllr Daniel
- 9. Correspondence**
 - a) Affiliation to East Suffolk Planning Alliance (ESPA).
 - b) Emergency Planning resources

- c) Anti-Social Behaviour – Cllr Abbott

10. Finance

- a) To authorise cheques for signature and on-line payments
b) To receive and approve payments since last meeting

O/L means on-line payment / Chq means cheque payment

	£
i) O/L Clerk Salary	208.26
ii) O/L Annual Hosting for SPC web-site	7.50
iii) O/L Gov.uk domain for 2 years	18.00
iv) O/L Mowing of Jubilee Field August	100.00
v) O/L Insurance renewal – CAS Ltd	383.73

- c) Update on on-line banking and VAT claim - Clerk
d) Update on MS Office Licence and move to .gov.uk domain – Clerk

10. Audit Review 2024

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

Note – Email from SBA acknowledging receipt of exempt status 03/08/2024

Approvals required to meet Audit Review requirements

- 1) Approval of New Records Management and Records Retention Policy 2024
- 2) Approval of updated Standing Orders
- 3) Approval of updated Financial Regulations
- 4) Approval of Data Protection policy – no changes from 2023

11. Planning Matters

- a) To receive planning decisions:
- a. DC/22/3124/OUT Houses at Glemham Road - Permitted
 - b. DC/24/1740/FUL Church Cottage – Permitted
 - c. DC/24/1096/FUL Cartlodge Rectory Road - Permitted
- b) To consider any planning applications – None outstanding
c) Holdan's Lane – any further developments?

12. Any Other Business

13. Date of next meeting, time and venue.

Peter Grogan Clerk to Sweffling Parish Council