

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 13th May 2025 7:30pm

AGENDA – AGM

SPC/05/2025/1 Election of Chairperson

SAP/05/2025/2 Election of Vice-Chairperson

SAP/05/2025/3 Declaration of Acceptance of Office – signatures

SAP/05/2025/4 Councillors particular responsibilities

AGENDA – Parish Council Meeting

SAP/05/2025/5 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.*

SAP/05/2025/6 To receive councillors' apologies for absence.

SAP/05/2025/7 To receive members' declarations of interest.

SAP/05/2025/8 Minutes.

a) To sign the Minutes of the Parish meeting 11th March 2025 as a true record.

b) Matters Arising

- a. 4.3.1 – The Clerk has circulated the minutes of the team meeting
- b. 4.3.3 - The Clerk has checked and the quorum for Sweffling PC is 3
- c. 5.1 - Cllr Daniel has circulated information of free transport
- d. 6.5.5 - The Clerk and Cllr Daniel have not as yet written to Mr Gibbons concerning clearing drainage channels
- e. 6.5.5 - The Clerk has looked into the Section 19 report in Framlingham but could not find the relevant summary for use by a small Parish
- f. 8.5.1 - The Clerk booked the litter pick and Cllr Ashurst organised the equipment
- g. 9. – The Clerk wrote to Mr Smithson

- h. 12.2.1 Cllr Langdon Morri did arrange a Teams meeting with Planning which Cllr Tyson and the Clerk attended – see item

SAP/05/2025/9 County and District Councillor Reports

- a) Suffolk County Council – Cllr Stephen Burroughes – None received to date
- b) East Suffolk District Council – Cllr Vince Langdon-Morris & Cllr Owen Grey – no report to date
- c) Suffolk Constabulary – no report to date

SAP/05/2025/10 Flooding update: any news?

SAP/05/2025/11 Local Infrastructure projects

Discussion concerning Infrastructure projects: Sizewell, Sealink, Nautilus.

SAP/05/2025/12 Village Matters

- a) Grit Bins – Discussion on definitive lists – Cllrs Ashurst and Abbott
- b) Up-date on Jubilee Field – Cllr Ashurst
- c) Up-date on Defibrillator – Cllr Daniel
- d) Fibre Broadband rollout – Cllr Abbott
- e) Grass Verges – Cllr Tesh
- f) Litter Pick – Cllr Tesh

SAP/05/2025/13 Correspondence

- a) None received to date

SAP/05/2025/14 Finance

- a) To authorise cheques for signature – none have been raised
- b) As of 22nd April the Precept has not yet been received
- c) Balances as at 22/04/2025 **Community £3669.99 – Premium £5012.18**
- d) To receive and approve payments since last meeting – O/L means online

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| | £ |
| a) O/L Clerk Payslip for April | 229.01 |

SAP/05/2025/15 Audit 2024 / 25

- a) Report on Audit progress – Clerk
- b) To approve final accounts
- c) To note Statement of significant variances
- d) To agree to opt out of External Audit and complete the certificate of exemption
- e) To readopt the Code of Conduct for 2025/26

NOTE - The AGAR cannot be completed until after the Audit is complete, only then can it all be signed off. This will require an extraordinary meeting of the Parish Council at a date to be confirmed in late May early June.

SAP/05/2025/16 Planning Matters

- a) To receive planning decisions:
- b) To consider any planning applications - **DC/25/0541/P4BC** - Camping pitches (Holdens Lane).

SAP/05/2025/16 Any Other Business

- a) The need for an extraordinary meeting to approve the AGAR

14. Date of next meeting, time and venue.