

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 8th July 2025 7:30pm

AGENDA – Parish Council Meeting

SPC/07/2025/17 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.*

SPC/07/2025/18 To receive councillors' apologies for absence.

SPC/07/2025/19 To receive members' declarations of interest.

SPC/07/2025/20 Minutes.

- a) To sign the Minutes of the AGM and Parish meeting 13th May 2025 as a true record.
- b) Matters Arising
 - a. AGM 03.1 Sign Declarations of acceptance of Office by Chair and Deputy Chair
 - b. PCM 2 d) - The Clerk and Cllr Daniel have not, as yet, written to Mr Gibbons concerning clearing drainage channels
 - c. PCM 2 e) – The section 19 report is being addressed by Mike Smithson
 - d. PCM 9.2 – Following consultation with Cllr Abbott the Clerk has written 2 representations to the Sealink consultation website both an introduction and the full report.
 - e. PCM 13.1 – Exemption requested from External Auditors -done
 - f. PCM 15.2 – The playground inspection had been completed, report received and circulated, no action required.

SPC/07/2025/21 County and District Councillor Reports

- a) Suffolk County Council – Cllr Stephen Burroughes – None received to date
- b) East Suffolk DC – Cllrs Langdon-Morris & Grey -**June report circulated**
- c) Suffolk Constabulary – no report to date assume web-site

SPC/07/2025/22 Flooding update: any news?

SAP/07/2025/23 Local Infrastructure projects

Discussion concerning Infrastructure projects: Sizewell, Sealink, Nautilus.
Note : Sealink representations have been sent.

SPC/07/2025/24 Village Matters

- a) Grit Bins – Discussion on definitive lists – Cllr Abbott
- b) Up-date on Jubilee Field – following Cllr Ashurst's departure
- c) Up-date on Defibrillator – training – Cllr Tesh
- d) Fibre Broadband rollout – Cllr Abbott
- e) Co-option of Cllr following Cllr Ashurst resignation
- f) To note receipt of Playground Equipment Report – No action required

SPC/07/2025/25 Correspondence

- a) Laura Parsons-Mann requested reports from APM for the website - **CLERK**

SPC/07/2025/26 Finance

- a) To authorise cheques for signature – none have been raised
- b) To note invoice from Sovereign for Playground Insp £215.88 (monthly - £17.99)
- c) To approve the first quarters accounts for 2025-26 - **CLERK**
- d) To approve the following Ear Marked Reserves - **CLERK**
 - a. Election - £1,000
 - b. Asset repair / renewal - £1,000
 - c. Clerk new PC - £600
- e) To note balances as 24/06/2025 **Community £9,676.19 – Premium £5,028.83**
- f) To note increase in MS Office 365 annual payment to - **£84.99**
- g) To receive and approve payments since last meeting – O/L means online

	£
a) O/L Clerk Payslip for May	228.81
b) O/L Clerk Payslip for June	228.81
c) O/L P30 for Quarter 1 2025-26	161.80
d) O/L SALC Audit Fee	219.60
e) David Kindred – Jubilee field mowing	160.00

SPC/07/2025/27 Audit

- a) Report on Audit progress 2024-25 – CLERK
- b) Actions for coming year
 - a. Public Access Rights – on website and Noticeboard – **Done 08/06/2025**
 - b. Creation of Ear marked reserves – See agenda item SPC/07/2025/26
 - c. Approve use of the Gov.UK email by the Clerk.
 - d. Approve revised Standing Orders 2025
 - e. Approve revised Financial Regulations 2025

SPC/07/2025/28 Planning Matters

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

SPC/07/2025/29 Any Other Business

- a) To consider purchase on a new PC as the current PC is not compatible with Windows 11 – Clerk – Est Cost £600.
- b) Formalise value of Defibrillator for Asset Register & Insurance
- c) Adoption of Strimmer as PC Asset?
- d) Discussion on formalising contract for cutting Jubilee field Grass
- e) Discussion on formalise rent payments for Sweffling Hut for PC meetings

SPC/07/2025/30 Date of next meeting, time and venue.