

**Minutes of the Annual Meeting of Stradbroke Parish Council
held at the Court House, Stradbroke on
Monday, 15th May 2023 starting @ 7.30pm**

Present: Mandy Allen, Russell Ayling, James Hargrave, Maureen John, Susan Loxton, Caroline Stebbing, Toni Wisbey.

In attendance: Odile Wladon (Clerk), Cllr Peter Gould (County), Cllr Anders Linder (District) and 6 members of the public.

Item Ref	Description
23.05.01	<p>Election of Chairman James Hargrave, as outgoing Chairman, chaired the meeting at this point. Councillors voted to appoint Caroline Stebbing as Chairman of the Parish Council for the year to May 2024. Caroline Stebbing chaired the meeting from this point.</p>
23.05.02	<p>Chairman's welcome A reminder was given that the meeting may be broadcast live and recorded and that any recording may be available for repeated viewings, therefore anyone speaking at the meeting will be deemed to have given consent to being recorded. CS took the opportunity to thank JH for his work for the Council and acknowledged she had big shoes to fill.</p>
23.05.03	<p>Apologies for Absence (a) Councillors received apologies for absence from Helen Ball and Antony Bush. (b) Councillors voted to accept the apologies received.</p>
23.05.04	<p>Declarations of Interests (a) Pecuniary Interests - none (b) Other registerable interests - none (c) Non-registerable interests –none</p>
23.05.05	<p>Dispensations: None requested</p>
23.05.06	<p>Councillor vacancies: There were no applications for co-option received.</p>
22.05.07	<p>Parish Council appointments for year 2023/24: (a) Councillors voted to appoint James Hargrave as a Vice Chair of the Parish Council. (b) Councillors approved appointments to the following: i. Finance Committee – AB (c), MJ, JH, TW ii. Personnel Committee – TW (c), CS, SL iii. Planning Committee – RA (c), MA, vacancy iv. SALC Representative - TW v. Risk Assessments: • Community Centre Play Park - SL • Fitness Track -CS</p>

Item Ref	Description
	<ul style="list-style-type: none"> • Westhall Play Park - MA • Cemetery - MA • Permissive Path – MA • Defibrillator - SL <p>(c) Councillors to note the membership of the following working groups:</p> <ol style="list-style-type: none"> i. Broadband (task and finish group) - JH, AB ii. Climate Change - TW iii. Youth Council - RA, HB <p>(d) Councillors noted that the Clerk is the Responsible Financial Officer for the Parish Council.</p>
23.05.08	<p>Minutes</p> <p>Councillors reviewed and approved the minutes as a true record of the business conducted at the meeting held on 17th April 2023.</p>
23.05.09	<p>County & District Councillors</p> <p>District Councillor Linder introduced himself and had no update from MSDC as no meetings had yet taken place. He has taken on board comments made at the Annual Parish Meeting regarding the increase in traffic on Queen Street.</p> <p>County Councillor Gould updated the Council on the recent works on Queens Street. 20mph zone – once footfall survey undertaken then matter can be progressed.</p> <p>Experimental TRO in Eye will initially run for 18 months and then there will be an evaluation and views will be sought by October 2023 on the impact via an online survey or to customer services at the highways department.</p>
23.05.10	<p>Public forum: No comments or questions received.</p>
23.05.11	<p>Planning</p> <p>Councillors noted the outcome of the following planning applications determined by MSDC:</p> <p>DC/23/00762 – Land rear of the Beeches, Meadow Way GRANTED</p> <p>DC/23/00981 – 56 Westhall REFUSED</p> <p>DC/23/01022 – Tarquin Barn, Neaves Lane REFUSED</p>
23.05.12	<p>Monthly accounts</p> <p>Councillors:</p> <p>(a) Noted account balances at 30th April 2023:</p> <p>Current: £51,257.11</p> <p>Deposit: £118,224.27</p> <p>(b) Approved the payments to be made in month as per the schedule appended to the minutes.</p> <p>(c) Noted the receipts received during April 2023 which included the first half of the precept payment and the VAT reimbursement, as per the schedule appended to the minutes.</p>
23.05.13	<p>Health Centre:</p> <p>(a) Update on the progress of the works and areas that have been postponed at the request of the practice staff. Ground floor: flooring to be completed by end of May.</p>

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	<p>Upper floor: decoration and flooring should be completed by 1st week in June.</p> <p>(b) Following the decision by Councillors at the March 2023 meeting to complete the works to the 1st floor whilst contractors are on site, the following quote was accepted using the scheme of delegation. Councillors ratified acceptance of the quote: 3 x fire doors total: £1,859.00 plus VAT</p> <p>(c) Update on Phase 2 of the works funded from the MSDC CIL bid: roof lights are in, quotes for solar panels being sought, heating upgrade on hold.</p>
23.05.14	<p>Committees and Working Groups</p> <p>(a) Committees: no committee met</p> <p>(b) Working Groups:</p> <p>(i) Broadband – no update</p> <p>(ii) Youth Council – to be reviewed now election passed, with a view to visiting high school in September.</p> <p>(iii) Community Asset – no work has been undertaken on registering the White Hart public house as an asset of community value.</p> <p>(iv) Climate Change – thanks were expressed to Jon Wilson for help with the Thermal Imaging project, which has taken place. Swifts will soon be returning to the village and the swift flag is flying at the church. TW has reviewed grant information and is interested in receiving ideas for grant application. Holding a decarbonisation stall at the upcoming music day.</p> <p style="text-align: right;">RA left at this point.</p>
23.05.15	<p>Policies and Procedures:</p> <p>Councillors</p> <p>(a) Resolved that the Parish Council meets the conditions of eligibility set out in the Schedule to the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, thereby enabling it use the General Power of Competence. This will remain valid until the annual meeting following the next ordinary election in May 2027.</p> <p>(b) Reviewed and approved two changes to the Standing Orders for the year 2023-24 with the inclusion of paragraph 18(g) and the limit in 18 a.(v.) and c. is increased to £30,000.</p> <p>(c) Approved the following variations to the Financial Regulations:</p> <p>5.5 9 (c) – increase in limit to £25,000</p> <p>6.20: Change to in month total limit for multipay card increased to £2000 as Microsoft 365 licences total over £800 and further domain registrations took the amount of the current limit of £1000, this meant the payment was refused and the Clerk had to input a personal card to ensure the website continued.</p> <p>11.1 (b) &(h) – limit increased to £30,000</p> <p>11.1 (b) footnote 2 – increased limits and removal of Euro equivalent.</p> <p>(d) Approved the Scheme of Delegation.</p> <p>(e) Renewed commitment to Code of Conduct for Councillors.</p>
23.05.16	<p>Clerk's report</p> <p>(a) Community Centre: Councillors noted a letter from the SSCC Trustees informing that 3 Trustees will be stepping down at the AGM in September.</p> <p>(b) Highways: Footfall survey to be undertaken at the Primary School for the 20mph zone.</p>

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	<p>(c) Cemetery: Thanks were expressed to the volunteers who helped tidy up the chapel and entrance to the cemetery on 8th May. Arrangements will be made for the surplus soil to be removed.</p> <p>(d) All Saints Green development: No update on the revised s.106</p> <p>(e) Community Land Trust: A meeting is currently being arranged</p> <p>(f) Tree Survey: A meeting will be arranged with the tree warden to review the recent survey and arrange a way forward.</p>
23.05.17	<p>Risk Assessments Councillors reported areas of concern with the following:</p> <p>(a) Westhall play park – nothing reported</p> <p>(b) Community Centre play park – all ok</p> <p>(c) Fitness Track – all fine</p> <p>(d) Permissive Path – all ok</p> <p>(e) Cemetery – all ok.</p>
23.05.18	<p>Correspondence</p> <p>(a) Tabled:</p> <ul style="list-style-type: none"> • 20mph, information on a Suffolkwide campaign will be circulated after the meeting. • Email about the state of the verge adjacent to All Saints Green – has been forwarded to the developer and District & County Councillors. • Correspondence regarding parking at New Street Close has been passed to District & County Councillors. <p>(b) Emails: Councillors noted correspondence previously circulated - SALC bulletins</p>
23.05.19	<p>Closed session</p> <p>(a) Councillors voted to close the meeting to the press and public to review matters of a confidential & commercially sensitive nature.</p> <p>(b) Councillors reviewed the budget for professional services and a quote for car park work. Councillors agreed a maximum budget of £2,000 for the professional services and asked for 2 further quotes to be obtained if possible for the car park works.</p>
23.05.20	Date of the next meeting: 12 th June 2023.

Meeting closed at: 9.05pm

Signed: _____

Date: