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COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED TO ATTEND the ORDINARY MEETING of the PARISH COUNCIL which is to be held in **THE COURT HOUSE, QUEEN STREET, STRADBROKE** on **MONDAY, 11th AUGUST 2025, COMMENCING AT 7.30pm**

Dated this 6th day of August 2025

O Wladon Clerk to the Council

***THIS MEETING MAY BE BROADCAST LIVE AND RECORDED.
MEMBERS OF THE PUBLIC AND PRESS WHO WISH TO SPEAK IN THE PUBLIC FORUM ARE VERY WELCOME TO ATTEND.
RECORDINGS MAY BE MADE AVAILABLE FOR REPEATED VIEWING/LISTENING.
ANYONE SPEAKING AT THE MEETING WILL HAVE DEEMED TO HAVE GIVEN CONSENT TO BEING RECORDED.***

Documents to support agenda items can be viewed at: <https://www.stradbrokepc.org/documents>
All documentation on current planning applications can be viewed at: [MSDC planning portal](#)

AGENDA

Item Ref	Description
25.08.01	Chairman's welcome
25.08.02	Apologies for Absence (a) Councillors to receive any apologies for absence. (b) Councillors to vote on acceptance of any apologies received.
25.08.03	Declarations of Interests Councillors to declare interests in subsequent agenda items as follows: (a) Pecuniary Interests (b) Other registerable interests (c) Non-registerable interests
25.08.04	Dispensations: To receive any requests for dispensations.
25.08.05	Councillor vacancies: To review any applications for co-option.
25.08.06	Minutes: Councillors to review and approve the minutes as a true record of the business conducted at the meeting held on 14 th July 2025.
25.08.07	Updates from Councillors/Committees/Clerk (a) Updates from Committees: there have been no meetings since the last full council meeting. (b) Councillors with specific responsibilities: a. Youth Voice – RA/KL b. Climate Change – TW c. SALC – TW d. Bus transport - TW (c) Training – to receive any updates on training booked or attended. (d) Action taken by the Clerk.
25.08.08	District & County Councillors: Councillors to raise any questions on submitted reports.

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25.08.09	Public forum: Councillors to receive questions or comments from the public on agenda items .
25.08.10	<p>Planning</p> <p>(a) Councillors to agree a response to the following planning application consultations: DC/25/03273 – Notification of works to trees in a conservation area – fell 1 eucalyptus. Garden Cottage, New Street</p> <p>(b) Councillors to note the outcome of the following planning applications determined by MSDC: DC/25/02785 - Hepwood Lodge, Wilby Road Conditions 3, 5, 7 Discharged DC/25/01359 – Sec. 73 application following revision of location plan. GRANTED DC/25/02841 – Non material amendment: revision to location plan. GRANTED</p>
25.08.11	<p>Finance</p> <p>(a) <u>Staffing</u> Councillors to agree that the national pay agreement should be implemented for the Clerk and back dated to April 2025 in accordance with the advice from NALC.</p> <p>(b) <u>Monthly accounts</u> Councillors to:</p> <ol style="list-style-type: none"> note account balances at 31st July 2025. approve the payments as per the schedule prepared by the Clerk including: <ul style="list-style-type: none"> • Payments already made in month to fulfil contractual obligations • Payments to be made after meeting note the receipts received during July 2025 <p>(c) <u>External Audit</u> Councillors to note that PKF Littlejohn have returned section 3 of the AGAR with the following comments: <i>On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.</i> There were no other matters noted. The end of conclusion of audit information has been published.</p> <p>(d) <u>Qrt 1 accounts</u> Councillors to note the Qrt1 vs Budget and Reserves reports prepared by the Clerk.</p> <p>(e) <u>CIL funds</u> Councillors to note the current schedule relating to CIL funding.</p>
25.08.12	<p>Updates on Council Projects</p> <p>(a) Pedestrian/Highways Safety Project:</p> <ol style="list-style-type: none"> Budget: £60,000 Actual spend to date: £17,232.15 Balance available: £42,767.85 SIDs: awaiting the installation of the new posts. Waiting restrictions: initial invoice paid, no further update Signs: Invoice received for replacement signs and 30mph roundels on the road: £4,177.83 (net), £835.57 (VAT) = £5,013.40

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	<p>Cllr Lloyd has agreed to pay the LMO fee from his local highways budget.</p> <p>v. All other works – formal quotes are still awaited from Milestone or Suffolk Highways. Estimated PC costs are:</p> <table> <tr> <td>Crossing improvements</td><td>£5,500 (PC contribution to overall cost)</td></tr> <tr> <td>SID posts</td><td>£2,400 (3 @ £800)</td></tr> <tr> <td>Waiting restriction</td><td>£1,500 (construction costs)</td></tr> </table> <p>vi. 20mph limit – Queen Street: no update has been received on the request for Suffolk County Council to review the decision to deny the request.</p> <p>(b) Neighbourhood Plan review</p> <p>i. The indicative figures from Mid Suffolk and the sites currently included in the plan have been reviewed, it is likely a minimum of 48 additional dwellings will be required in the updated Plan (2024-2044). This equates to at least one additional site.</p> <p>ii. The Steering Group have met and reviewed the final draft of the site assessments and have fed back final comments to LUC.</p> <p>iii. A public consultation on the sites submitted will be held in the Community Centre on 20th or 27th September.</p> <p>iv. An online form will be available for public comments, with paper copies available in the Hall on the day.</p> <p>v. Once the consultations have taken place, all information will be reviewed by the Steering Group and a report, including recommendations, will be presented to the Council for a final site selection to be made.</p> <p>vi. LUC have quoted between £9,529.31 and £16,986.16 for master planning and design code work – grant funding is no longer available and the cost would have to come from Parish Council funds or NP CIL.</p> <p>(c) Tennis Courts</p> <p>i. A meeting took place with officers from Mid Suffolk District Council regarding the full application to bid for Sports Infrastructure Fund, and work on completing the form is underway.</p> <p>ii. A working party of members of the Finance & Premises Committee met with the Tennis Club to start work on heads of term for a new lease (see agenda item 25.08.17).</p> <p>(d) Clock – winding mechanism and dial restoration:</p> <p>i. Costs: winding mechanism £9,216 dial restoration £6,264 MSDC grants totalling: £4,500 received. SCC grant totalling: £2,000 is being paid.</p> <p>ii. The winding mechanism will be ordered shortly. The Parish Council budget is £2,716, to be taken from either in-year funds or NP CIL.</p> <p>iii. The Church is able to contribute £1,500 to the dial restoration part of the works. The balance required would be: £4,764. Councillors to agree a way forward with this element of the project.</p> <p>(e) Wilby Road car park:</p> <p>i. Works have been booked for Wednesday, 27th August.</p> <p>ii. Stradbroke High school has offered to open their car park from 8.00am to</p>	Crossing improvements	£5,500 (PC contribution to overall cost)	SID posts	£2,400 (3 @ £800)	Waiting restriction	£1,500 (construction costs)
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	<p>5.00pm on the day.</p> <p>iii. Barriers will be used to close the car park the night before.</p> <p>(f) Playing field safety & security:</p> <p>i. The balance of the agreed budget is: £1,000.</p> <p>ii. Used pedestrian barriers have been sourced which are adequate to use for events on the playing field.</p> <p>iii. Cost: £14.00 each, plus £180 delivery and VAT</p> <p>iv. Recommendation: the Parish Council purchases 60 @ £14 = £840, plus £180 final total £1020 (net).</p> <p>(g) Chapel:</p> <p>i. No update for this meeting.</p>
25.08.13	<p>Policies and Council protocols and documents for review and approval:</p> <p>i. DPIA</p>
25.08.14	<p>Community Governance review</p> <p>Councillors to discuss and agree a way forward further to Mid Suffolk District Council's invitation to submit any community governance review requests between 27th October and 7th November 2025. Councillors to consider requesting a reduction in the number of Councillors from 13 to 11.</p> <p>Submission requirements</p> <ul style="list-style-type: none"> · The request must state the parish/town area · The request must define purpose of the community governance request · For grouping/merging arrangements, the request must be paired with a request from the other parish council. · For any styling requests, proposals must include reference material. · It is advised that councils include as much detail as possible in the reasoning behind the request.
25.08.15	<p>Correspondence:</p> <p>(a) Tabled: Councillors to note and agree actions for correspondence tabled at the meeting.</p> <p>(b) Emails: Councillors to note correspondence previously circulated - SALC bulletins</p>
25.08.16	<p>Next meeting: Monday, 8th September 2025</p> <ul style="list-style-type: none"> • Deadline for submission of agenda items & papers to the Clerk – Friday, 29th August • The remaining meeting dates for the calendar year 2025 are: 13/10/25 10/11/25 08/12/25
25.08.17	<p>Closed session:</p> <p>(a) Councillors to vote on a proposal to review this item in closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the information to be discussed.</p> <p>(b) Councillors to approve the heads of term for the lease for the use of the Tennis Courts by the Tennis Club.</p>