

**MENDLESHAM PARISH COUNCIL**  
**Wednesday 8 March 2023**  
**Ordinary Meeting**  
**Old School Room, Mendlesham**  
**7 pm**

Members of the public may submit comments on any item on the agenda via email to the Clerk: or letter to Honeysuckle, Hockey Hill, Wetheringsett IP14 5PL, to be received by noon Wednesday 8 March 2023. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting once approved, are available from the Parish Clerk. The minutes of the meeting will be published, once approved, as usual via <https://mendlesham.suffolk.cloud/>

**AGENDA:**

**1. Welcome, apologies for absence, acceptance of apologies and filming speech.**

**2. To note Declarations of Interest:**

- a) To note Councillor's declarations of interest in any of the following agenda items.
- b) To agree any dispensations with regard to declarations of interest. (5 mins)

**3. Minutes:**

To confirm the following as a true and accurate representation

- a) Ordinary Meeting 8.2.23 (5 mins)

**4.**

**Police report:**

**SCC/MSDC Cllr Stringer**

**Public Forum** – to receive written questions and matters of concern.

(10 mins)

**5. Planning matters:**

a) Applications:

**DC/23/00300 Land Adjacent to, 17 Brockford Road, Mendlesham.**

Full Planning Application- Erection of 2 no dwellings (revised scheme to implemented outline permission for 2 no dwellings under DC/18/01038 and reserved matters approval DC/20/01525).

b) Results:

c) Correspondence:

- d) Any other planning matters. (10 mins)

**6. Mendlesham's Woodland**

a) Report re Sycamore Trees (Woodland Officer/Cllr Gardiner)

b) To review outstanding works further to the Haydens report 2.2.22. (Woodland Officer/Cllr Gardiner)

- c) Any other woodland matters: (5 mins)

**8. Reports**

a) Clerks report & delegated decisions

b) Other organisation reports.

c) May 2023 Elections

d) MSDC Parish Liason Meeting report 7.2.23

e) Chairs report

f) Questions to the Chair

(5 mins each )

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**9. Mendlesham Parish Council: Financial matters**

- a) To confirm payment of invoices
- b) To note bank reconciliation and management information as at 28.2.23.
- c) To confirm proposed transfers between earmarked reserves and general reserves to include
  - i) Clerk time for CLT work reimbursement
  - ii) Clerk time for Mendlesham Community Centre Charity sale/new build project
- d) To note the proposed asset register as at 31.3.23.
- e) To consider grant requests
- g) To consider revision and agree Clerk annual payment for use of home as an office (previously mins 25.3.09 p805).
- h) To consider Governance questions and statements for the year ending 31.3.23 (FSO Effectiveness of Internal Control (pc and charities)
- i) Any other urgent financial matters (20 mins)

**10. Standing Orders: To ratify general standing orders and financial standing orders wef 1.4.23.** (5 mins)

**11. Playing fields:**

- a) Report regarding existing and future hire (Cllr Lummis)
- b) Report further to the meeting with playing field contractor 3.3.23.
- c) To confirm maintenance contract wef April 2023.
- d) Any other playing field matters ( 15 mins)

**12. Policies:** To review

**13. Any other business:** matters of report and future agenda items. (5 mins)

Sharon Jones Parish Clerk 3.3.23