

MENDLESHAM PARISH COUNCIL

Wednesday 17 May 2023

Ordinary Meeting

After Parish Council Annual meeting and Charity AGM's starting no earlier than 7.30pm

Old School Room Mendlesham

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 17 May 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 Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes of the meeting will be published, once approved, as usual via <https://mendlesham.suffolk.cloud/>

AGENDA:

1. Welcome, apologies for absence 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.

3.

Police report:

SCC/MSDC Cllr Stringer

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

(10 mins)

4. Planning

a) Applications:

DC/23/01502 Bendalls Farm, Hobbies Lane, Mendlesham:

Householder Application- Erection of a single storey, double height, pitched rear extension to the main farmhouse with single storey link to existing kitchen.

DC/23/02162 White Oak Farm, Norwich Road, Mendlesham:

Full Planning Application -Erection of single storey detached agricultural building.

b) Results:

DC/23/01258 Suffolk Barns, Norwich Road, Mendlesham IP14 5NQ Application to determine if Prior Approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class F) to Dwellinghouses (Use Class C3) Town and Country Planning) General Permitted Development) Order 2015 (as amended) Schedule 2, Part 3, Class MA -Conversion of existing Restaurant to Dwelling. Decision: 1. Prior Approval to the Development is required. 2. Prior approval has been given subject to conditions.

c) Correspondence:

d) Any other planning matters

(10 mins)

5. Reports

- a) Clerks report & delegated decisions
- b) Other organisation reports
- c) Chairs report
- d) Questions to the Chair

(5 mins each)

MENDLESHAM PARISH COUNCIL

Wednesday 17 May 2023

Ordinary Meeting

After Parish Council Annual meeting and Charity AGM's starting no earlier than 7.30pm

Old School Room Mendlesham

6. Mendlesham Parish Council: Financial matters

- a) To confirm payment of invoices
- b) To agree requirements regarding annual inspection of assets.
- c) To approve Accounts and supporting notes for the year ending 31.3.23, including confirmation of allocated reserves.
- d) External Audit: To approve for External Auditors, PKF Littlejohn LLP as 31.3.23
Annual Governance Statement 2022/23
The Accounting Statement 2022/23
Bank Reconciliation as at 31.3.23
Explanation of Variances
- e) To confirm the asset register as at 31.3.23
- f) To approve the CIL return to MSDC as at 31.3.23
- g) To approve the monitoring system for year ending 31.3.24
- h) To appoint the RFO for year ending 31.3.24
- i) To consider Governance questions and statements for the year ending 31.3.23. Effectiveness of Internal Control (pc and charities)
- j) To note the level of insurance cover and pay as requested
- k) Proposal to authorise the Woodland Officer to spend up to £250 until 31.3.24 on any items required for the Woodland. (30 mins)

7. Playing fields and Mendlesham Green Scout Hut land:

- a) Report regarding Mid Suffolk District Council grass cutting activities.
- b) To agree terms of Mid Suffolk District Council grass cutting work for 2023.
- c) To note ROSPA reports 2023 and agree to pay invoices as requested.
- d) Roundabouts: to agree work required for 2x roundabouts
- e) To approve sand drain work for Mendlesham Playingfields
- f) Any other matters. (20 mins)

8. Allotments: To confirm renewal proposal re licence land in front of the Cedars. (5 mins)

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

Sharon Jones Parish Clerk 12.5.23