

MENDLESHAM PARISH COUNCIL
Wednesday 7 June 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 7 June 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) Extra Ordinary Meeting 30.5.23
- b) To note draft minutes of the Annual Parish Meeting 18.4.23
- c) To note draft minutes of the Mendlesham Memorial Playingfields AGM 17.5.23. (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:
- b) Results:
- c) Babergh & Mid Suffolk Joint Local Plan Examination – Programme of further hearing sessions following the Main Modifications 26.6.23
- d) Correspondence
- e) Any other planning matters. (10 mins)

6. Mendlesham's Woodland

- a) To review outstanding works further to the Hayden's report 2.2.22. (Woodland Officer)
- b) Any other woodland matters: (5 mins)

7. Reports

- a) Clerks report & delegated decisions
- b) Other organisation reports.
- c) Chairs report: to include new tree at Jubilee Gardens
- d) Questions to the Chair (5 mins each)

8. Mendlesham Parish Council: Financial matters

- a) To confirm payment of invoices

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- b) To review the internal audit report for Mendlesham Parish Council for the year ending 31.3.23 and confirm any actions required.
- c) To confirm Heelis & Lodge appointed as Internal Auditors for the year ending 31.3.24.
- d) To note Public Right of Inspection of Accounts for the Year ending 31.3.23, Monday 5 June 2023- Friday 14 July 2023.
- e) To note AGAR submission deadline of 3 July 2023 to External Auditors.
- f) To confirm re enrolment and re declaration for workplace pensions The Pensions Regulator
- g) To review Parish CIL funding and agree to ring fence an amount for a new Building providing community hire facilities.
- h) Any other financial matters (20 mins)

9. Playing fields:

- a) To receive ROSPA reports and confirm any actions as required.
- b) To note recent works (roundabouts) and confirm any actions as required.
- c) Any other playing field matters (10 mins)

10. St Josephs Centre

- a) To agree way forward further to resident complaint
- b) To agree way forward regarding future communications with Trustees.

11. Annual Parish Meeting and Awards:

- a) Report and proposal (Cllr Orton) (10 mins)

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

Members of the public will be asked to leave for the following "in camera" item due to its sensitivity.

- 13. Staffing matter** (5 mins)

Sharon Jones Parish Clerk 2.6.23