

MENDLESHAM PARISH COUNCIL
Ordinary Meeting
Wednesday 5 June 2024 at 7pm
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 11 Schools Close, Mendlesham IP14 5UQ, to be received by noon the day before the meeting. 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 and will be published as usual via www.mendlesham-pc.gov.uk

AGENDA:

- 1. Welcome, apologies for absence, acceptance of apologies and filming speech** 2 mins
- 2. Interests** 2 mins
 - a) To note Councillor's declarations of interest in any of the following agenda items.
 - b) To agree any dispensations regarding any declarations of interest
- 3. Minutes:** 2 mins

To confirm the following as a true and accurate representation

 - a) Extra Ordinary Meeting 23.5.24
- 4. Reports** 10 mins
 - b) SCC/MSDC Cllr Stringer
 - c) Public forum - to receive written questions and matters of concern
- 5. Mendlesham Parish Council: Financial matters** 15 mins
 - a) To confirm payment of invoices
 - b) To review the internal audit report for Mendlesham Parish Council for the year ending 31.3.24 and confirm any actions required.
 - c) To note Public Right of Inspection of Accounts for the Year ending 31.3.24, Monday 3 June 2024-Friday 12 July 2024.
 - d) To note AGAR submission deadline of 1 July 2024 to External Auditors.
 - e) To review Parish CIL funding and amount ring fenced for a new Building providing community hire facilities.
 - f) To approve amendments to insurance policy wef 1.6.24
 - g) Any other urgent financial matters
- 6. Planning matters:** 10 mins
 - a) Applications:
 - b) Results: **DC/24/02087** White House Farm, Mendlesham Green, Mendlesham, Stowmarket Suffolk IP14 5SL - Proposal: Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Erection of general purpose agricultural building/workshop for storage of plant, machinery, crop storage, animal

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feed and bedding. – MSDC have concluded formal approval of the details of the proposed development is not required.

- c) Correspondence:
- d) Any other planning matters

7. Reports

2 mins
(each)

- a) Clerks report & delegated decisions
- b) Chairs report:
- c) Questions to the Chair

8. Playing field matters:

10 mins

- a) i) To note repair required to toddler play equipment
- ii) To note works required around shrubs next to the MUGA and main car park
- iii) To note damage to walkway
- iv) To agree a way forward
- b) To review the internal audit report for Mendlesham Memorial Playingfield Charity for the year ending 31.3.24 and confirm any actions required.
- c) Any other playing field matters

9. Mendlesham Green Meadow

15 mins

- a) i) To approve farmer to cut meadow during Summer 2024
- ii) To approve offer from farmer to fertilise meadow once cut
- b) i) To consider resident enquiry to purchase meadow land from the Parish Council
- ii) To agree a way forward
- c) Any other matters

10. Policies and training

10 mins

- a) To review Social Media and Electronic Communication Policy
- b) To discuss any training available for Councillors
- c) Any other matters

11. Norwich to Tilbury

20 mins

- a) To note extension on consultation period to 11:59pm on Wednesday 24th July 2024 due to General Election.
- b) Report on feedback from Extra Ordinary meeting 23.5.24
- c) To propose a response

12. Parish Councillor Vacancy

5 mins

- a) To consider any applications received
- b) To agree a way forward

13. Any other business: matters of report and future agenda items

2 mins

Amy Johnson
Parish Clerk 31.5.24