

MENDLESHAM PARISH COUNCIL
Ordinary Meeting
Wednesday 5 March 2025 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:

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| 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: To approve minutes of extra ordinary meeting 5.2.25 as a true and accurate representation | 2 mins |
| 4. Reports | 10 mins |
| a) SCC/MSDC Cllr Stringer | |
| b) Public forum - to receive written questions and matters of concern | |
| 5. Planning matters: | 10 mins |
| a) Results: | |
| DC/25/00490 Land South Of, Chapel Road, Mendlesham, Suffolk - Discharge of Conditions Application for 4242/16 - Part discharge of Condition 12 (Carriageways and Footways) for plots 19-28 only. <i>APPROVED</i> | |
| DC/23/03187 Land North East Of, Chapel Road, Mendlesham - Submission of Details (Reserved Matters) application and Discharge of Conditions 8, 16, 17 and 26 under Outline Planning Permission DC/19/05915 for approval of Scale, Layout, Appearance and Landscaping in relation to erection of 20 dwellings, associated internal roads, parking, drainage infrastructure, open space and landscaping. <i>RESERVED MATTERS HAVE BEEN APPROVED</i> | |
| 6. Reports | 2 mins (each) |
| a) Clerks report & delegated decisions | |
| b) Chairs report | |
| c) Questions to the Chair | |
| 7. Mendlesham Parish Council: Financial matters | 15 mins |
| a) To confirm payment of invoices | |
| b) To note the pc bank reconciliation and management report as at 28.02.25 | |
| c) To note the proposed asset register as at 31.3.25 | |
| d) To consider revision and agree Clerk annual payment for use of home as an office – currently paid on monthly basis (ref approved minutes 6.3.24 pg 2128) | |
| e) To consider Governance questions and statements for the year ending 31.3.25 (FSO Effectiveness of Internal Control (pc and charities) | |
| f) To consider grant requests | |
| g) To confirm proposed transfers between earmarked reserves and general reserves | |
| i) Clerk time for Mendlesham Community Centre Charity sale/new build project | |
| ii) Any other transfers | |

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h) Any other urgent financial matters

8. Standing orders: to confirm general and financial standing orders wef 01.04.25 5 mins

9. Policies: to review 5 mins

10. To arrange Asset Inspection 5 mins

11. Playingfield matters 15 mins

a) i) To note revised Annual Cost received from Vertas Group Ltd received for Ground Maintenance 01.04.25-31.03.26

ii) To consider alternatives

iii) To approve a contract for ground maintenance

b) To confirm MSDC grasscutting contract wef 1.4.25

c) Any other playing field matters

12. Emergency plan 10 mins

a) Report

b) To consider approval of funding for replacement items for 'Emergency boxes' and printing of leaflets

c) Any other matters

13. Scout Hut 10 mins

a) Report

b) To consider draft lease

c) Any other matters

14. To arrange meeting for Mendlesham Community Centre Charity 2 mins

15. Any other business: matters of report and future agenda items 2 mins

Amy Johnson
Parish Clerk 28.02.25