

IKEN PARISH COUNCIL
Minutes of the meeting held on Friday 11th February commencing at 5.30pm at
Hardy's Barn, Iken

1. Present

Cllrs J Hinves (Chair) A Hutson (Vice Chair) R Gillespie, R Herring, T Mann, A Chamberlain. Clerk L Lloyd
Two members of the public

In Attendance: Keith Fawkner-Simpson, Emergency Planning Officer, East Suffolk Council

2. Apologies and approval of absence - none

3. Declaration of Interests

There were none declared

4. Minutes of the Meeting held on 19th November 2021

Agreed and signed by the Chairman as a true record

5. Public forum

There were no matters raised in the public forum.

6. Matters arising from the Minutes

6.1 Village Hall

As Trustee of the Village Hall Charity we met last Monday to discuss the future of the village hall. We have obtained a small enabling fund of £1500 from East Suffolk Council and we will use this to carry out an asbestos survey plus whatever is necessary to progress our investigations. At this moment in time we cannot justify the expense of a new build. We would hope to have more information to share before the next meeting.

Asbestos survey quotes had been obtained by Cllr Hutson which were discussed. It was decided to obtain clarification of the duties of Trustee of the charities from Birketts. Cllr Herring spoke of governance right and pointed out that we should work together for good governance.

6.2 Emergency Plan

Keith Fawkner-Simpson was introduced to the meeting. A draft plan had been formed by Cllr Hutson. Keith thought what we had worked well. The key thing is that if anything happens in the near community and if anything happens then help would be forthcoming. If we have something in place the result would be quicker. If there is a more widespread thing then ESC can prioritise knowing what is in place. We know our community and understand what is happening and we know what to ask for. Without an emergency plan we would do it anyway. The fact that we have sat down and thought about it and can come together to look at how we might fix it enables decision making a bit sooner. It gives a route back to ESC. There was a discussion about how other villages approach it, risk assessment, inclusion of the village. The most likely risks are flood and snowfall. There was a discussion around the last river defences, tidal surges and flooding. Keith explained that they are a team of 6 so are quite thin underground. He spoke of general advice and caveat insurance cover in respect of emergency. SCC had got caught out in 2014 when they went to contact people so some farmers were given a retainer. Some would be out of date and may need to be addressed. It was asked about those that weren't part of a scheme and assisted, particularly if there were to be an accident. Who would be liable? Keith to find out. Community Action Suffolk would help to form a plan.

6.3 River defences

Cllr Hinves had attended a zoom meeting and reported that the Internal Drainage Board had decoupled the work from the investigation. Some preliminary work may proceed. The projected cost was £12.5M, most of which should come from fund raising. It was thought it may now be £25M so extra would come from the Environment Agency. There was a question of issues about holding money – do you return it if it doesn't go ahead?

6.4 Highways

The Highways are now filling up the holes quite quickly.

6.5 Update on village activities

There were no reports to share.

7. Finance

Iken Parish Council - Receipts and Payments 1 November 2021 - 31st January 2022

To Whom Paid	Particulars	Current a/c
Iken Bay Lettings	Hall Hire	10.00
Lorraine Lloyd	Clerks Pay Oct-Dec	325.76
HMRC	PAYE	81.40
Lorraine Lloyd	Expenses Oct 20-21	90.00
Total Expenditure		507.16

Bank Reconciliation

Balance brought forward	2290.27	
Less Expenditure	507.16	
Balance at Bank	1783.11	(reconciled)

Payments required for approval

Clerks Pay - Jan, Feb, Mar	326
PAYE	81
Iken Bay Lettings	10
SALC Membership	70
Insurance	tba

Expenditure was approved

8. Planning

8.1 Sizewell C

Cllr Chamberlain would be attending the rescheduled meeting. There was no more news.

8.2 Any other planning matters

There were no other planning matters to discuss.

9. Jubilee Tree

The fact sheet had been circulated and put up on the website. The collection details from SCC at Melton depot had been shared. Cllr Mann will collect the tree. There was a discussion as to where it should be planted, of a seat and fertiliser etc.

10. Items for next meeting

10.1 Draft policies. There were two outstanding policies that the clerk had amended and were currently with Cllr Gillespie. * The clerk had prepared a draft Subject Access Request Policy and Procedure which was presented at the meeting. As it was a standard NALC model it was decided to approve it for publication on the website.

10.2 The clerk thought that the PC should obtain a laptop solely for Parish Council matters. She has backed up all files onto an external disk and thought that it would be useful to have all the information in one place for her successor or if there should be an occasion when she was incapacitated. Cllrs Hutson and Gillespie said that they would sort something out.

Date of the next meeting – Annual Meetings Friday 13th May commencing at 6pm

With no further business to attend to the meeting closed at 6.50pm

** This was incorrectly recorded on the Draft Minutes and later rectified.*

File copy signed as approved on 13th May 2022