

**MINUTES OF THE IKEN ANNUAL PARISH COUNCIL MEETING
held on Friday 13th May 2022 following the Annual Parish Meeting**

PRESENT

Cllrs Hinves, Hutson, Herring, Mann, Gillespie, Chamberlain and Bell. Clerk Lorraine Lloyd

1. Election of Chairman – Jeremy Hinves was proposed by Cllr Herring and seconded by Cllr Hutson. Jeremy signed the Declaration in acceptance.

2. Apologies and approval of absence

There were none

3. Declaration of Interests

Cllr Gillespie declared an interest in the event that his planning appeal should be discussed

4. Minutes of the Meeting held on 11th February 2022

Signed as agreed. There was a query that subject access was Minuted instead of data protection. Clerk will check appropriate correct policy was circulated.

5. Matters arising from the Minutes

5.1 Village Hall – There was a discussion regarding the reduction in the donation figure and what could be done within that cost. It was thought we should make a case to people who might donate. There is a need to get to the bottom of who owns it. Robert said he was happy to finance the legal position. The matter of gift aid for charities was raised. There was a vote of thanks to Cllr Gillespie for his work on the village hall. There has to be some belief that there is a need from the village. We don't know what the villagers want. Past surveys show that there isn't a need. Selling creates a whole raft of other issues. We need to work through it and do it properly. Cllr Gillespie agreed to take the lead and take it forward.

It was thought a village plan is required. Health risks around the asbestos content was discussed. It was agreed that there is a need to know what we will be doing with the village hall before asbestos removal is decided. Discussed the past decisions and how things have changed. Spoke of demographics of the village. Cllr Gillespie had been through accounts of other local councils similar to Iken and advised that they generate about £5000 a year which would cover basis costs. It was decided that there should be an open meeting solely to discuss the village hall. Cllr Gillespie to pull the case together.

5.2 Emergency Plan – Keith Fawkner-Simpson, Emergency Planning Officer, Suffolk Joint Emergency Planning Dept had provided the information re snow clearance allowance and this information had been added to the plan. The draft to be circulated to the village for completion.

5.3 River Defences – Cllr Hinves advised that there was not much to add.

5.4 Highways – Cllr Chamberlain had reported pot holes to SCC which had been attended.

5.5 A Sizewell meeting to which Cllr Chamberlain was due to attend had not been included in Matters Arising. This was explained. It had cancelled and Cllr Chamberlain

had not able to attend the rescheduled meeting. The Councillors had been emailed to ask to add Iken Parish Council to a joint letter to Kwasi Kwarteng, Secretary of State for Business Energy and Industrial Strategy, in response to prejudicial and inconsistent comments made by him on Sizewell C with regard to issues of community consent.

6. Finance

- Approval of year end accounts and cash book - had been circulated and approved
- Payments due and budget – had been circulated and approved
- Annual internal report- had been carried out by SALC and circulated. Clerk to write to internal auditor explaining invoices and online payments
- Annual Governance Statement (section 1) had been circulated and approved
- Annual Governance Statement (section 2) had been circulated and approved
- Certificate of exemption – circulated and approved. Clerk to process
- Change of Bank Mandates – Cllr Hutson to replace Imogen Sayer as the third signatory. Clerk to organise Barclays and the Monmouthshire Mandates

7. Planning Applications

A planning appeal made by Cllr Gillespie which had been noted to Iken Parish Council by the Planning Department did not require Iken Parish Council input or response.

It was agreed that any planning applications received and dealt with between public meetings should be reported and Minuted at the following scheduled meeting.

8. Review and adoption of:

- 8.1 Code of Practice for Handling Complaints – The NALC template to be drafted
- 8.2 Public Participation in Council Meetings – the draft presented was approved
- 8.3 Standing Orders – no changes made from last year
- 8.4 Internal Control Statement and Report – awaiting latest checklist from Cllr Mann
- 8.5 Data Protection and Information Management Policy – no changes made since 2021
- 8.6 Code of Conduct Policy – the new LGA model Code of Conduct 2020 had been circulated to the Councillors and it was agreed unanimously it should be adopted.
- 8.7 Financial Regulations – The Model Financial Regulations produced by NALC were adopted last year and there have been no changes
- 8.8 Risk Management policy/checklist – Cllr Hutson to prepare Risk Assessment checklist for 2021/22
- 8.9 Cllrs Gillespie and Bell to look at all current policies to ensure they are correct/complete and report back to next meeting

9. Public forum

1. The handling of planning applications was discussed.

10. Items for next meeting

1. Village plan – Public meeting, task and finish report

Date of the next meetings

19th August 2022

25th November 2022

17th February 2023

With no further business to attend to the meeting closed at 8.15pm