

IKEN PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

1 CountryLife Cottage, Orford Road, Tunstall, Woodbridge, Suffolk IP12 2JA

NOTICE OF IKEN PARISH COUNCIL MEETING

Wednesday 23rd August 2023
at 6.00pm in Hardys Barn, Iken

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

Agenda

1. To receive Apologies for absence
2. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
3. Public Participation **(15 Minutes Maximum)** - To receive:
 - a. Reports or comment from any member of the public
 - b. Reports from County and District Councillors
4. To appoint persons to the following offices:
 - a) Responsible Finance Officer
 - b) Tree Warden
 - c) Internal Auditor
5. To agree minutes of meeting dated 25th May 2023
6. Highways
 - a. To receive an update for tree roots on Sandy Lane.
7. Planning:
 - a. To discuss and agree response to the following Applications received:
 - i. *None at time of publication of agenda*
 - ii. Any other applications forthcoming or planning matters:
 - a) To discuss and agree guidance note for planning matters
8. Iken Village Hall:
 - a. To receive update of Iken Village Hall and agree next steps.
9. To receive an update for the Alde and Ore Estuary Community Partnership.
10. Matters brought to a Councillor's attention since the last meeting.
11. To discuss a Village Plan including Communication Strategy.

12. Finance Matters:

- a. To receive Accounts to 31st July 2023
- b. To authorise the following Invoices for Payment:
 - i. East Suffolk Council (Election expenses) £56.10
 - ii. *Any other invoice presenting*
- c. To note Payments made since last meeting:
 - i. Iken Barns (Room hire) £10.00
- d. To note Payments received since last meeting:
 - i. None
- e. To note Bank Balances as at 31st July 2023:
 - i. Barclays Bank (Current Account) £6,038.36
 - ii. Monmouthshire £7,763.88
 - iii. Barclays (Monmouthshire Transfers Only) £0

13. Documentation – To approve adoption or acknowledge review of the following documentation:

- a) Standing Orders
- b) Data Protection and Information Management Policy
- c) Privacy Notice
- d) LGA Model Councillor Code of Conduct
- e) Disciplinary Procedure
- f) Complaints Procedure

14. To receive agenda items for next meeting and agree date of Next Meetings

Tiffany Pollock

Clerk to Iken Parish Council, 17th August 2023