

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

Thursday 29th February 2024
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 agree minutes of meeting dated 22nd November 2023
5. Highways
 - a. To receive an update including tree roots on Sandy Lane.
6. Planning:
 - a. To discuss and agree response to the following Applications received:
 - i. DC/24/0371/FUL Proposal: Addition of plant room for low carbon plant, new porch, altered internal layout. Site address: Alde Cottage, 30 Sandy Lane, Iken, Woodbridge, Suffolk IP12 2HE
 - ii. DC/24/0459/FUL Proposal: To replace aluminium windows installed in 1972 that are now failing with new, timber, double glazed windows. Site address: Iken Hall, Tunstall Road, Iken, Woodbridge, Suffolk IP12 2EP
 - iii. Any other applications forthcoming or planning matters:
7. Iken Village Hall:
 - a. To receive update of Iken Village Hall and agree next steps.
8. To receive an update for the Alde and Ore Estuary Community Partnership.
9. Matters brought to a Councillor's attention since the last meeting.
10. To discuss a Village Plan including Communication Strategy.

11. Finance Matters:

- a. To receive Accounts to 31st January 2024
- b. To authorise the following Invoices for Payment:
 - i. T Pollock (Clerks salary December – January) £340.71
 - ii. *Any other invoice presenting*
- c. To note Payments made since last meeting:
 - i. T Pollock (Clerks salary October – November) £340.51
 - ii. T Pollock (Clerks expenses) £202.00
 - iii. HMRC £85.20
- d. To note Payments received since last meeting:
 - i. None
- e. To note Bank Balances as at 31st January 2024:
 - i. Barclays Bank (Current Account) £4,331.63
 - ii. Monmouthshire £7,763.88
 - iii. Barclays (Monmouthshire Transfers Only) £0

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

- a) Financial Regulations
- b) Risk Assessment
- c) Internal Controls

13. To receive agenda items for next meeting and agree date of Next Meetings, including Annual Parish Meeting.

Tiffany Pollock

Clerk to Iken Parish Council, 15th February 2024