

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 23rd May 2024

Following the Annual Parish Meeting 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 elect a Chair for 2024/25 and the signing of the Declaration of Acceptance of Office
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
4. Public Participation (**15 Minutes Maximum**) - To receive:
 - a. Reports or comment from any member of the public
 - b. Reports from County and District Councillors
5. Co-option of a Councillor and signing of the Declaration of Acceptance of Office
6. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office
7. To appoint persons to the following offices:
 - a) Responsible Finance Officer
 - b) Footpaths Warden
 - c) Tree Warden
 - d) SALC Representative
 - e) Internal Auditor
8. To remind Councillors to review their Register of Member's Interests on the East Suffolk Council website
9. To confirm all Direct Debits and Standing orders presently set up for the Council
10. To agree minutes of meeting dated 18th April 2024
11. Highways
 - a. To receive an update including tree roots on Sandy Lane.
12. Planning:
 - a. To discuss and agree response to the following Applications received:
 - i. DC/24/0931/FUL Proposal: Change of Use From Agricultural Land to Dog Walking and Exercising Facility Address: Land South Of , Sandy Lane, Iken, Suffolk, IP12 2HE Town/Parish: Iken

ii. DC/24/1577/CLE Proposal: Certificate of Lawful Use (Existing) - Occupation of The Lodge without compliance with the agricultural restriction. Site address: Iken Farm Lodge, Tunstall Road, Iken, Woodbridge, Suffolk IP12 2EP

iii. Any other applications forthcoming or planning matters:

13. Iken Village Hall:

a. To receive update of Iken Village Hall and agree next steps.

14. To receive an update for the Alde and Ore Estuary Community Partnership.

15. Matters brought to a Councillor's attention since the last meeting.

16. To discuss a Village Plan including Communication Strategy.

17. Finance Matters:

a. To receive Accounts to 31st March 2024

b. To declare Iken Parish Council exempt from Limited Assurance Review by PKF Littlejohn LLP and completion of Certificate of Exemption

c. To authorise the following Invoices for Payment:

i. None at time of publishing

ii. *Any other invoice presenting*

d. To note Payments made since last meeting:

i. T Pollock (Clerks salary December – January) £340.71

ii. Iken Bay Lettings (room hire) £25.00

iii. Birketts LLP £1,800.00

iv. T Pollock (Clerks salary February – March) £340.51

v. T Pollock (Clerks expenses) £78.00

e. To note Payments received since last meeting:

i. None

f. To note Bank Balances as at 31st March 2024:

i. Barclays Bank (Current Account) £1,747.41

ii. Monmouthshire £7,763.88

iii. Barclays (Monmouthshire Transfers Only) £0

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

a) LGA Model Councillor Code of Conduct

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

Tiffany Pollock

Clerk to Iken Parish Council, 18th May 2024