

# 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 27<sup>th</sup> June 2024

At 6pm 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. Co-option of a Councillor and signing of the Declaration of Acceptance of Office
5. To agree minutes of meeting dated 18<sup>th</sup> April and 23<sup>rd</sup> May 2024
6. Planning:
  - a. To discuss and agree response to the following Applications received:  
*None at time of publishing of agenda*
  - i. 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. Village plan update and appointment of two Councillors for the Iken Parish Plan Steering Group
11. To appoint a non-signatory Councillor to carry out quarterly internal control checks including bank reconciliations.
12. To agree and accept Parish Council insurance policy
13. Finance Matters:
  - a. To receive Accounts to 31<sup>st</sup> May 2024

- b. To accept Internal Auditor's Report for 2023/24 and Page 4 of Part 2 of the Annual Governance Accountability Return (AGAR) 2023/24
- c. To agree and complete Section 1 of Part 2 of the AGAR 2023/24
- d. To agree and complete Section 2 of Part 2 of the AGAR 2023/24
- e. To authorise the following Invoices for Payment:
  - i. Iken Bay Lettings £25.00
  - ii. *Any other invoice presenting*
- f. To note Payments made since last meeting:
  - i. T Pollock (Clerks salary April – May) £404.71
  - ii. Iken Bay Lettings (room hire) £25.00
  - iii. CAS Insurance £186.27
- g. To note Payments received since last meeting:
  - i. East Suffolk (Precept) £3,591.00
  - ii. Interest (Monmouthshire) £186.85
- h. To note Bank Balances as at 31<sup>st</sup> May 2024:
  - i. Barclays Bank (Current Account) £4651.13
  - ii. Monmouthshire £7,950.73
  - iii. Barclays (Monmouthshire Transfers Only) £0

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

- a) Financial Regulations

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

*Tiffany Pollock*

Clerk to Iken Parish Council, 22<sup>nd</sup> June 2024