

MINUTES OF THE IKEN PARISH COUNCIL MEETING
held at Hardy's Barn, Iken on Friday 24th February 2023
commencing at 6.00pm

1. Present

Cllrs Hinves (Chairman), Hutson (Vice Chairman), Gillespie, Chamberlain. Clerk Lorraine Lloyd.
Five members of the public

2. Apologies and approval of absence

Celia Bell, Ray Herring. Cllr Mann had send apologies but these were not received until after the meeting.

3. Declaration of Interests

None

4. Approval of the Minutes of the IPC Meeting held on Friday 25th November 2022

Agreed a true record and duly signed by the chairman

5. Matters brought to the attention of the PC since the last meeting

- 5.1 There had been further concerns about the ongoing problems with the tree roots in Sandy Lane. AC reiterated the result of her contact with Suffolk Highways who had told her that the traffic should slow down. She is happy to call them again. There had been a further two or three incidents. **Action AC.**
- 5.2 A complaint regarding the handling of planning applications by the council and the response was reported. It was agreed that, in the future, any planning applications specifically concerning councillors, whether or not on the agenda or requested to comment by ESC, would be announced under Declaration of Interests.

6. Public forum

There were no matters raised in the public forum.

7. Matters arising from the Minutes

7.1 Village Hall

7.1.1. The clerk had received a phone call from Tracey Fuller, Grants Officer Suffolk Community, who distributes funds as recommended from the Iken Fund. Leading on from this an application was completed resulting in the receipt of a donation of £689 from the Iken Fund. Donation No. 232225 DD. The donation requires an end of donation monitoring report which should be completed and submitted by 26 January 2024 or before if it is used. There is an online link to do this.

7.1.2. AH reported that it would cost £440 for the asbestos surveyors to attend and report on village hall roof. This cost was agreed to be paid from the grant money already received. Any remedial work necessary as a result of the report to be carried out.
Action AH

7.2 Emergency Plan – as last report. Final copy to be put up on the website. **Action AH/LL**

7.3 River Defences – JH had attended the last meeting in Orford. Funding had been agreed and it is going ahead for definite. This is good news.

- 7.4 Highways – AC reported that we were waiting for the sign in the ditch near the Manns to be resurrected; a complaint and been lodged re flooding but nothing has happened. Information and measurements had been collected re six large puddles. It was thought the more people who report it the better.
- 7.5 Defibrillator – had been actioned to Councillor Mann
- 7.6 Communications strategy – had been actioned to Councillor Mann
- 7.7 Archiving – Minutes from 1894-1941 are archived at Suffolk Archives under reference EG87. Minutes and original documents are filed in the metal trunk in the village hall and all other documentation is in boxes in the village hall.

8. Finance

- 8.1 Barclays Business – income & expenditure, bank reconciliation, payments required for approval

Iken Parish Council - Receipts and Expenditure 31st October 2022 – 24th February 2023

Expenditure

Date	Cheque No	To Whom Paid	Particulars	Current a/c
25.10.22	100387	Iken Bay Lettings	Hall Hire	10.00
28.12.22	100388	HMRC	PAYE	106.20
28.12.22	Online	L Lloyd	Clerks pay Oct, Nov, Dec + direct expenses for year + back pay owed	522.72
		Total Expenditure		638.92

Bank Reconciliation

31.10.22	Brought forward	3965.59
26.2.23	Suffolk Community grant	<u>689.00</u>
		4654.59
	Less payments	<u>638.92</u>
	Balance at bank	4015.67

Expenditure expected February to May for approval

Clerks pay – Jan, Feb, Mar 2023 including PAYE	454
Parish Protect insurance	260
Audit fees	120
Election costs	640
Venue	10
	£1,484

Since the accounts were prepared a further £55 has been needed to update Office on the laptop.

** £2189 is grant money to be used for the village hall*

- 8.2 Barclays Town Trust – Data collection completed
- 8.3 Monmouthshire – review completed and data collection completed.

9. Planning Applications

- 9.1 Planning reference: DC/23/0206/FUL Construction of ground floor en suite bedroom extension and construction of kitchen porch. Cliff Cottage, Iken Cliff, Iken, Suffolk, IP122EN

Clerk to respond that there were no objections from Iken parish council

- 9.2 An application that had been seen on the website from Manns had been noted. This was not one that the clerk had received into her Portal for comment from Iken Parish Council.

10. Elections

The clerk had received nomination packs, a timetable and a withdrawal form for the parish for the elections on Thursday 4th May. An appointment system to deliver completed nomination papers has been set up by ESC and the clerk has an appointment to deliver the nominations 11am Wednesday 29th March. The notice of election will be published on Thursday 16th March and marks the beginning of the nomination period. The deadline for receipt of nominations to ESC is 4pm Tuesday 4th April. The clerk can provide electoral numbers which will be required for the nominee and the two electors which will be required.

11. Insurance

Renewal date is 21st April 2023 and the clerk will need to arrange this before the next meeting.

12. Items for next meeting

The clerk advised of the offer of free bulbs available from SCC. It was thought it would be nice to order these for planting at the entrance to Tunstall Road, on the triangle towards the church, at the front of the village hall and along the verges throughout the village. Clerk to place the order for collection from Melton.

Date of the next meeting

Wednesday 24th May

With no further business to attend to the meeting closed at 7.00pm

Agreed and approved at the Annual meeting held on Thursday 25th May (date had been revised)