

Minutes of Iken Parish Council Meeting
Held on 24th October 2024 ~ 6pm
Hardys Barn, Iken

Members

Cllr. Alan Hutson (Chairman)	Cllr. Ray Herring	Cllr. Lottie Fairs
Cllr. Lucy Mann (Vice Chair)	Cllr. Eliot Sayer	(2 x Vacancies)

Present

Cllr. Alan Hutson	Cllr. Ray Herring	Cllr. Eliot Sayer
Cllr. Lucy Mann	Cllr. Lottie Fairs	

Attendees

Tiffany Pollock (Clerk)

2 x Members of the public

1. To receive apologies for absence

There were none.

2. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items (either pecuniary or non-pecuniary):

None

3. Public Participation (15 minutes Maximum) – To receive:

a) Reports or comment from any member of the public

A member of the public highlighted that the new post and sign had been installed for Sandy Lane, pot holes have also been filled.

b) Reports from County and District Councillors

There were none.

4. Co-option of a Councillor and signing of the Declaration of Acceptance of Office

There were no candidates for co-option.

5. To agree minutes of meetings dated 22nd August & 10th September 2024

Cllr. Mann proposed the minutes to be adopted as a true record of the meeting. This was seconded by Cllr. Herring and all Councillors were in agreement.

6. Planning:

a. **To discuss and agree response to the following Applications received:**

Chair's initials:

DC/24/3478/CLE Certificate of Lawful Use (Existing) – Continued use of land connected to White Cottage as a recreational garden space. See ‘Relevant Area’ on the site plan White Cottage, Sandy Lane, Iken, Woodbridge, Suffolk IP12 2HE

Councillors had not received any comments from residents and are aware that the area shown on the plan has been used for many years.

Conclusion: **No Objection**, proposed by Cllr. Mann, seconded by Cllr. Hutson. All Councillors were in agreement.

b. Any other applications forthcoming or planning matters:

There were none.

7. Iken Village Hall:

a. To receive update of Iken Village Hall and agree next steps, including review of surveyors report

Councillors had received a copy of the surveyors report prior to the meeting, from the report it is believed that refurbishment of the hall will cost approximately £98,000 + VAT.

Cllr. Mann has had further discussions with the Sizewell C team who have suggested that they can assist with some funding towards the refurbishment. Councillors recognise that local fundraising will be required as well as applying for grants and any ideas from residents are welcomed.

The Clerk has contacted the Charity Commission for guidance on moving funds from the Town Estate Charity to the Iken Hall Charity.

Cllr. Sayer advised that Tattingstone Village Hall had a full renovation which had plans and work schedules produced by KWD Surveyors. Councillors asked Cllr. Sayer to contact KWD Surveyors for a quote for plans and work schedules to be produced for Iken Village Hall.

8. To receive an update for the Alde and Ore Estuary Community Partnership and elect a representative

Cllr. Mann indicated that she would be willing to become the representative, this was proposed by Cllr. Hutson and seconded by Cllr. Fairs. All Councillors were in agreement.

9. Matters brought to a Councillor’s attention since the last meeting

There were none.

10. Highways: to receive an update for all highways matters

Councillors briefly discussed footpath responsibilities, Cllr. Herring explained that issues with footpaths should be reported to Suffolk County Council who carry out maintenance and repairs.

Cllr. Fairs indicated that she would be willing to become the highways representative, this was proposed by Cllr. Hutson and seconded by Cllr. Herring. All Councillors were in agreement.

11. To discuss possible training for Councillors

This was deferred until the budget had been reviewed at the next meeting.

12. Finance Matters:a. To receive Accounts to 30th September 2024

The Clerk distributed the accounts to all Councillors prior to the meeting, these were accepted by all, proposed by Cllr. Hutson, seconded by Cllr. Herring.

b. To authorise the following Invoices for Payment:

i.	Iken Bay Lettings (room hire)	£50.00
ii.	T Pollock (Clerks salary)	£404.51
iii.	SALC (payroll)	£27.00
iv.	HMRC	£42.40

c. To note Payments made since last meeting:

i.	T Pollock (Clerks expenses)	£172.20
ii.	KWD Building surveyor	£800.00
iii.	Suffolk Cloud	£120.00

d. To note Payments received since last meeting:

i. None

e. To note Bank Balances as at 30th September 2024:

i.	Barclays Bank (Current Account)	£2,925.65
ii.	Monmouthshire	£7,950.73
iii.	Barclays (Monmouthshire Transfers Only)	£0

All listed payments were accepted by all, proposed by Cllr. Hutson, seconded by Cllr. Sayer.

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

Items to add to the next agenda:

- Items carried forward from this meeting.
- Housing need

The next meeting will be held on Wednesday 20th November at 6pm in Hardys Barn.

The meeting closed at 6.46pm.

Signed:
Cllr. Alan Hutson, Chair

Date:

Tiffany Pollock
Clerk to Iken Parish Council

Chair's initials: