

Minutes of Iken Parish Council Meeting

Held on 20th August 2025 ~ 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. Lucy Mann	Cllr. Lottie Fairs

Attendees

Tiffany Pollock (Clerk)
Sharon Hindes (East Suffolk Council)
Sue Downs (Community Action Suffolk)
Cllr. Beavan (Cabinet member for housing)
6 x Members of the public

1. To receive apologies for absence

Apologies had been received from Cllr. Reid and Cllr. Wilson.

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

There were none.

3. To receive any Declarations of Gifts or Hospitality received over the value of £50.00

There were none.

4. To receive a presentation from Housing Enabling Officer from East Suffolk Council and Community Action Suffolk

Cllr. Hutson welcomed Sharon Hindes (housing enabling officer from East Suffolk Council) and Sue Downs (Community Action Suffolk) to the meeting. Cllr. Hutson explained that Cllr. Sayer had taken the lead for affordable housing for Iken and was asked to take the lead for this agenda item.

Cllr. Sayer has been discussing the lack of affordable housing rurally and in particular within Iken with Sharon and Sue. There has been a large decline in people living in Iken and at the moment there are 11 registered second homes as well as 2 holiday lets. Rent increases have been noted across the area which has been partly driven by the development of Sizewell C.

Sue explained that the role within Community Action Suffolk is to support local communities obtain smaller housing developments (5-10 dwellings) which are controlled by the community, affordable and for local people. In order for rural villages to continue to be sustainable communities it is important that residents have the opportunity to and are able to afford to live where they are from.

5. To receive comments or questions for Cllr. Beavan

Cllr. Beavan highlighted that the neighbourhood plan stipulates that residents need to live here and that there had been a policy change requiring 2nd home owners to pay double council tax.

Cllr. Sayer is aware that some social housing in another village has been sold off without being replaced by any alternative accommodation. Cllr. Beavan had been aware of this and is aware that flagship are required to provide evidence that any property being sold is beyond economical repair.

Cllr. Beavan stated that the Call for Sites at East Suffolk Council will start in October.

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

a) Reports or comment from any member of the public

A member of public questioned if additional housing is consider for Iken will it matter considering how rural Iken is and will it matter if the area is classed as countryside or village?

Cllr. Beavan – East Suffolk Council would rather a cluster but would consider both.

Sue – rural exception sites, they are not commercial development sites and are just for affordable housing. The land owner would not get paid as much money, approximately £10,000 - £12,000 which is the affordable range for rent.

This is different to land allocated from the call for sites allocation and the pricing for the land owner would increase.

A member of the public questioned where does Iken sit at the moment for housing, some affordable and some rental?

Sharon – at the moment there are 2 properties on the housing register, however the whole idea of affordable housing is to attract newer/younger residents to the village in order to keep the community sustainable. It is also good to provide accommodation for older residents.

Sue – There maybe residents within Iken who are not yet on the housing register.

A member of public questioned if we can keep the elderly in Iken due to the lack of facilities and transport. Sue highlighted that with additional smaller housing developments facilities may then be brought into Iken.

Cllr. Sayer asked what the next steps would be in order to find out housing needs locally. Sue explained that Community Action Suffolk are able to develop a housing needs survey, however this would be approximately £1,000.00. Cllr. Sayer questioned if the survey may be able to cover a wider group of villages surrounding Iken.

Sue agreed that this was a possibility and that there are other options such as mini call for sites, all sites can be put forward for consideration.

Cllr. Beavan encouraged housing needs to be discussed with local residents and highlighted that residents from another village had been positive when seeking affordable housing for their area as they realised that they needed younger people to move into their village to keep their community alive.

Cllr. Hutson thanked Cllr. Beavan, Sue Downs and Sharon Hindes for attending the meeting.

A member of the public would like to remind all that the village tea in Hardy's Barn will be taking place on Saturday.

A member of the public noted that the footpath has worn away along the river and requested this to be repaired.

Residents raised their concerns for the river walls in Iken and are aware that Iken is not equal to surrounding villages, 36 properties would be affected in a potential flood.

Cllr. Mann has been in contact with landowners and discussed alternative options and pricing for works as well as licensing agreement. Cllr. Mann will be looking to organise a public meeting with the MP and surround villages. Works to the river wall in Snape should be starting in October, this is a concern as to how this may impact upon Iken. Cllr. Mann will give an update at the next meeting and will circulate a potential meeting date.

b) Reports from County and District Councillors

There were none.

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

There were no candidates for co-option.

8. To agree minutes of meetings dated 11th June 2025

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

9. Planning:

- a. **To discuss and agree response to the following Applications received:**
- b. **Any other applications forthcoming or planning matters:**

There were none.

10. Iken Village Hall

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

Sizewell C funding has been declined due to Iken being just outside the area. Cllr. Hutson has drafted an impact statement which will be used to move the project forward. Cllr. Huston has contacted East Suffolk Council for potential funding sources.

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

No further update.

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

There were none.

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

Cllr. Fairs reported that the grit bin has been checked and that hedges and overgrowth from private land has been an issue for larger vehicles. Councillors briefly discussed Sandy Lane becoming a designated quiet lane and after discussing this with highways felt that this would not be an appropriate use of funds at this time.

14. Finance Matters:

a. To receive Accounts to 31st July 2025

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

b. To accept Internal Auditor's Report 2024/25 and Page 4 of the Annual Governance and Accountability Return (AGAR 2024/25) – Annual Internal Audit Report 2024/25

Councillors had received the Internal Auditor's report prior to the meeting, this was accepted by all Councillors, this was proposed by Cllr. Sayer and seconded by Cllr. Mann.

c. To agree and complete Section 1 of Part 2 of the AGAR 2024/25 (Annual Governance Statement 2024/25)

Section 1 of the Annual Governance Statement 2024/25 was read and completed by Cllr. Huston, this was proposed by Cllr. Mann and seconded by Cllr. Sayer, all Councillors were in agreement.

d. To agree and complete Section 2 of Part 2 of the AGAR 2024/25 (Accounting Statements 2024/25)

Section 2 of the Accounting Statements 2024/25 was read and completed by Cllr. Huston, this was proposed by Cllr. Mann and seconded by Cllr. Sayer, all Councillors were in agreement.

e. To authorise the following Invoices for Payment:

i. Iken Bay Lettings £25.00

ii. T Pollock (Clerks salary) £404.51

iii. Any other invoice presenting

f. To note Payments made since last meeting:

i. None

g. To note Payments received since last meeting:

i. None

h. To note Bank Balances as at 31st July 2025:

i. Barclays Bank (Current Account)	£tbc
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.

15. 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

Exclusion of the press and public from this item by virtue if the Public Bodies (Admissions to Meetings) Act 1960 s1(2) because of the confidential nature of the matter to be discussed.

The Clerk left the meeting.

16. To discuss, consider and agree clerks pay and pension, including back pay.

In accordance with NALC (National Association of Local Councils) guidelines Councillors agreed to increase the Clerks salary and hours worked per week to 5. Councillors agreed to authorise back pay which will be calculated by SALC (Suffolk Association of Local Councils).

Councillors will consider a pension provider.

The next meeting will be held on Wednesday 1st October at 6pm in Hardys Barn.

The meeting closed at 7.16pm.

Signed:

Cllr. Alan Hutson, Chair

Date:

Tiffany Pollock
Clerk to Iken Parish Council

Chair's initials: