

GREAT BLAKENHAM PARISH COUNCIL

AGENDA

Members of the public and the press are invited to attend the Parish Council Meeting to be held on Thursday 13th July 2023 in the Parish Room, Stowmarket Road, Great Blakenham at 7.30pm.

1. To receive and approve any apologies for absence.
2. Declaration of any pecuniary and non-pecuniary interests
 - a. Councillor's declaration of interest appropriate to any item on the agenda.
 - b. To receive written requests for dispensations for disclosable pecuniary interest (if any)
 - c. To grant any requests for dispensations as appropriate.
 - d. Co-option of parish councillor(s) / to sign declaration of acceptance.
3. Public Forum
 - a. To receive the report from the County Councillor
 - b. To receive the report from the District Councillor
 - c. To receive questions from members of the public
4. To approve the Draft Minutes of the Meeting of the Council held on 8th June 2023
5. To note the Clerk's update from previous Meetings.
 - a. We received a big thank you from the Parish Rooms for the contribution of funds to replace doors and windows.
6. Planning
 - a. To consider the following planning applications – None received
 - b. To note any planning determinations

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| <u>DC/22/01947</u> | Land At Blackacre Hill, Bramford Road, Great Blakenham, Suffolk | Part Approved - Condition 5 (Ground Floor Levels), Condition 24 (Covered Cycle Storage), Condition 25 (Parking and Turning |
| DC/23/02053 | 14 Portland Way, Great Blakenham, Ipswich, Suffolk IP6 0FH | Part Approved - Confirmation of Compliance with Conditions for 3310/14 (all conditions) and DC/18/02066 (all conditions) |
| DC/23/02043 | Norfolk Trucks Ltd, Lodge Lane, Great Blakenham, Ipswich Suffolk IP6 0LB | Approved - Lighting |
| DC/22/05126 | Land At Blackacre Hill, | Approved -Confirmation |

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| | Bramford Road, Great Blakenham, Suffolk | of Compliance with Condition 22 (Access Surface Treatment) of Outline Planning Permission DC/20/03891 |
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- c. Any other planning matters to note – None received

7. Growth, Highways, and Infrastructure

- a. To note SID device application was submitted to Suffolk Highways on 13th June 2023
- b. Update on meeting with Port One Developers to discuss benefits to the community
- c. To discuss Parish Infrastructure investment plan
- d. Update on proposed net zero project

8. Governance

- a. To finalise Budget forecast 23/24
- b. To note additional License for Acronis was purchased on 5th July 2023
- c. Update on Campaign for 20mph Suffolk
- d. To note external audit submission sent to PKF Littlejohn on 28th June 2023
- e. To note application for bank multiscard with Unity Trust was submitted on 29th June 2023
- f. Review and adopt updated Financial Regulations Policy, Reserves policy and Investment Policy
- g. To discuss audit of Contractor tender
- h. To discuss and approve Chairmans Allowance
- i. To note Realtas training booked for August 7th 2023
- j. To discuss Village Hall AGM, sustainability report and finances
- k. To discuss purchasing Adobe PDF editor software
- l. To note problems with EE contract changing account over to clerk
- m. To confirm all election paperwork has been completed by councillors.
- n. To approve monthly payroll for August 2023 for summer break

9. Allotments.

- a. To discuss allotment review
- b. Proposed date for treatment of allotment sheds by contractor's week beginning 24/07/2023

10. Village Maintenance

- a. Update on tree maintenance and quotes for Mulberry Gardens.
- b. To discuss Lock Stop Planks proposal to replace planks
- c. Update on the purchase of trees for Hackneys Corner
- d. To discuss purchase of plaques for commemorative tree
- e. To discuss options for tree guards for new trees
- f. To discuss quote for painting bench in coronation colours
- g. To discuss quote for Bramford Road bank clearance

11. Churchyard and Cemetery.

- a. To consider any options for the rebuild and maintenance of the shelter in the Cemetery.

12. Training and Development for Councillors and Clerk

- a. Cllr Leonard has completed basics training

13. Finance

- a. To consider approving and making the following payments:

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| Shades | B | Hackneys Corner maintenance as per tender – Invoice 2340 | £135.00 | LGA 1972 s111 |
| Shades | B | Grounds maintenance as per tender -Invoice 2341 | £507.50 | LGA 1972 s111 |
| Shades | B | Street cleaning as per tender -Invoice 2342 | £1300.00 | LGA 1972 s111 |
| Monthly Payroll | B | Month ending 30/06/2023 | £976.30 | LGA 1972 s111 |
| PKF Littlejohn | B | Outstanding audit fee -Invoice SB2021 4526 | £408.00 | LGA 1972 s111 |
| HMRC | B | P30 Quarter 1 ending 5/07/2023 – 120PYO01082698 | £78.97 | LGA 1972 s111 |
| SALC | B | Annual internal audit ending 31/03/2023 – invoice 27468 | 3452.40 | LGA 1972 s111 |
| Acronis | D | Cyber protect home office 1 year subscription - Invoice 736105089914 | £53.54 | LGA 1972 s111 |
| Suffolk CC | B | Energy/mtnce costs 22-23 Invoice 9529519 | £1117.01 | LGA 1972 s111 |
| Suffolk CC | B | Provide and install bus shelter Bramford Road - Invoice 9530752 | £4956.00 | LGA 1972 s111 |
| SALC | B | Councillor Basics Training Invoice 27364 | £72.00 | LGA 1972 s111 |

14. Reports

To receive reports from Councillors assigned to the following:

- a. Gt Blakenham Village Hall – Cllr McNamee

15. Correspondence

- a. Email received about concerns for HGV,s turning right on exit to Port One
- b. Email concerned about height of grass on the corner of Chapel Lane and Bramford Road obscuring view for oncoming traffic

16. Future meetings

- a. To note invitation for items to be considered in the next meeting.
- b. To note the date of the next scheduled Meeting on Thursday 14th September 2023 and any items for the agenda.

Karen Grimwood

Clerk to Great Blakenham Parish Council

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Date: 7th July 2023