

# BACTON PARISH COUNCIL

Chairman:

Clerk: Tina Newell

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**All Parish Councillors:** You are hereby summoned, and members of the press and public you are hereby invited, to attend a meeting of Bacton Parish Council on Monday 23 September 2024 in the Village Hall, Bacton from 7.00pm to consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.

## AGENDA

1.	<b>Apologies for absence:</b> <ul style="list-style-type: none"><li>a. Councillors to receive any apologies for absence.</li><li>b. Councillors to vote on acceptance to apologies for absence.</li></ul>
2.	<b>Co-option:</b> Councillors to consider applications and co-opt one Councillor.
3.	<b>Vice Chairman:</b> To consider the appointment of a Vice Chairman.
4.	<b>Declarations of Interest and Dispensation considerations</b> (members are reminded of their responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct): <ul style="list-style-type: none"><li>a. To receive any Councillors Interests in subsequent agenda items.</li><li>b. To consider any requests for dispensations.</li></ul>
5.	<b>Minutes of previous meeting:</b> Councillors to agree the minutes of the Parish Council meetings held on 12 and 19 August 2024.
6.	<b>Public Forum:</b> <ul style="list-style-type: none"><li>a. To receive a report from Andrew Stringer County Councillor including an update on the man hole cover along Broad Road.</li><li>b. To receive a report from District Councillor Andrew Mellen including an update on the drainage at the Bellway development.</li><li>c. To receive comments or questions from members of the public.</li></ul>
7.	<b>Planning:</b> <ul style="list-style-type: none"><li>a. Councillors to note there have been no new planning applications made to the District Council relating to the Parish for consideration.</li></ul>

	<ul style="list-style-type: none"> <li>b. Councillors to note the following decision made by Mid Suffolk District Council on applications relating to Bacton since the last meeting: <ul style="list-style-type: none"> <li>I. DC/24/02880 Almondell Cottage, Church Road, Bacton, MSDC: GRANTED BPC: Supported</li> </ul> </li> <li>c. Councillors to receive an update on outstanding Community Infrastructure Levy (CIL) relating to planning application 4945/16 Land To Rear Of Bull Inn, Church Road, Bacton, IP14 4LJ</li> <li>d. Councillors to receive an update on planning application DC/23/05077 Former Bacton Community Middle School (In The Parish Of Wyverstone) Wyverstone Road, Bacton IP14 4LH</li> </ul>
8.	<p><b>Finance (all supporting papers appended):</b></p> <ul style="list-style-type: none"> <li>a. To receive and approve the finance report for the period ended 31 August 2024: <ul style="list-style-type: none"> <li>I. Bank reconciliations</li> <li>II. Budget to actual payments and receipts</li> <li>III. Reserves</li> <li>IV. Assets</li> </ul> </li> <li>b. Councillors to note receipts since the last meeting.</li> <li>c. Councillors to approve payments to be made by internet banking, unless otherwise stated, and ratify any payments made since the last meeting.</li> <li>d. Councillors to agree updating the bank mandate to add the new Clerk and remove all past employees and Councillors.</li> <li>e. Councillors to agree cancelling the Barclaycard.</li> <li>f. Councillors to consider replacing the notice boards on the playingfield, Village Hall and Broad Road adding a new notice board at Cow Green at an approximate cost of £1,500 plus VAT each.</li> <li>g. Councillors to note a Road Safety Audit is required before any Road Calming works can be ordered and are asked to agree the cost of £1,400.00.</li> <li>h. Councillors to renew the insurance with Ansvar, using Community Action Suffolk as the broker, at a renewal premium of £782.70.</li> </ul>
9.	<p><b>Governance:</b></p> <ul style="list-style-type: none"> <li>a. All Councillors to agree adoption of the Financial Regulations.</li> <li>b. Councillors to receive and note the completion of the limited assurance review for the year ended 31st March 2024.</li> </ul>

	<p>c. Councillors to receive confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31st March 2024.</p>
<p>10.</p>	<p><b>To receive updates and reports from working groups and consider further action:</b></p> <p><b>a. Village Greens and Byways:</b></p> <ul style="list-style-type: none"> <li>I. To receive confirmation the 'No Parking' signs are in place at Cow Green.</li> <li>II. To note the hedge at Shop Green, previously growing through the fence, has been trimmed.</li> <li>III. To receive an update on the grass cutting contract.</li> <li>IV. Bellway Green: To receive an update on the site for community use.</li> <li>V. Beacon Green: To receive an update on land gifted to the Parish Council.</li> <li>VI. The Field: To receive an update on the land gifted to the Parish Council.</li> <li>VII. To receive an update on a Parish Council Christmas Tree.</li> </ul> <p><b>b. Cemetery:</b></p> <ul style="list-style-type: none"> <li>I. Councillors to note TN and JS will consider what official paperwork is not compliant with burials and report at the next meeting.</li> <li>II. Councillors to consider the removal of the central Cemetery Privet hedge by CHL Landscapes at a cost of £350.00.</li> <li>III. Councillors to receive an update on the resurfacing of the path leading to the Garden of Reflection.</li> <li>IV. Councillors to consider the size of the Garden of Reflection and consider the planting schedule.</li> <li>V. To note the condition of the path leading to the Cemetery and consider action required.</li> </ul> <p><b>c. Neighbourhood Plan:</b> To receive an update on the grant application.</p> <p><b>d. Community Engagement:</b></p> <ul style="list-style-type: none"> <li>I. Councillors to receive a report on the success of the Parish Councils attendance at the annual Bacton Fayre.</li> <li>II. Councillors to receive an update on the Standard DBS checks.</li> </ul> <p><b>e. Flood Task Group:</b></p> <ul style="list-style-type: none"> <li>I. To consider whose responsibility it is to clear the ditch along Pulhams Lane and agree any action.</li> <li>II. To receive an update on the underground blockage at Cow Green.</li> <li>III. To receive an update on the piping of a ditch on Tailors Green.</li> </ul>

	<p>f. <b>Bacton Green:</b></p> <p>I. Councillors to consider the grazing land at Bacton Green noting the current lease expires on 31 October 2024.</p> <p>II. Councillors to consider land currently under Countryside Stewardship at Bacton Green.</p>
11.	<b>Correspondence:</b> Councillors to note any correspondence previously circulated and consider any action required.
12.	<b>Councillors to note any items for inclusion in a future meeting:</b> review the Parish Councils policies and procedures and risk assessments, consider the number of litter bins, the future of the dog walking area, Remembrance Sunday, VE Day and a community Christmas events.
13.	<b>Councillors to consider the date of the next meeting as 14 October 2024</b>
14.	<b>Councillors are asked to resolve that that under the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting due to the confidential nature of the business to be discussed:</b> Employment.
15.	<b>Councillors to consider and agree the appointment of a Parish Warden.</b>
16.	<b>Councillors to agree to readmit members of the Press and Public back into the meeting.</b>
17.	<b>Chairman to close the meeting.</b>

**Tina Newell**

Tina Newell | Clerk to Bacton Parish Council

13 September 2024.