

KNODISHALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON 18TH JUNE 2024

PRESENT: Councillors J Mayhew (Chair), L Hayward, N Black, J Staff, J Clements, Clerk D Sanders & ESC K Graham

The meeting commenced at 19.30

1. APOLOGIES – No apologies

2. DECLARATIONS OF INTEREST – Nothing

3. MINUTES – Approval of minutes of the Parish Council Meeting held on 28th May 2024.

Proposed by Cllr Hayward and seconded by Cllr Black and thus agreed by the Parish Council to accept the Minutes of the last meeting.

Due to Cllr Grahams arrival, Chair offered to close and open for Cllr Graham to talk.

Cllr Graham read out latest report, some included updates regarding a new parking scheme in place allowing user more choices to pay.

Cllr Graham also mentioned that ESC have been working on a booklet covering awareness of mental health and they have been working with Suffolk Mind, this project has been funded allowing 10k copies to be distributed around east suffolk

Cllr Graham also have said they are requesting signs for “nature at work” and we will be notified when this is available, Council was also offered advice from a ecologist which was accepted.

Cllr Graham has also approved funding for a year’s leaflet design and printing for a newsletter.

Cllr Graham advertised the long shop museum 40th anniversary and the event in Leiston.

4. CLERK’S REPORT AND MATTERS ARISING

4.1 Send email to solicitors of the farm of hillcrest road asking about when the repair will happen.

4.2 Sent emails to all local estate agents to remove board by Judith Ave and no longer use this area as advertisement.

5. PLANS

5.1 DC/24/1999/VOC Elm Tree Cottage, The Common, Knodishall, Saxmundham, Suffolk IP17 1UZ – No comments or objections

5.2 DC/24/2037/FUL 31 Hawthorn Close, Knodishall, Saxmundham, Suffolk, IP17 1XW – No comments or objections

6. REVIEW ASSETS

All Assets were reviewed and will be sent to the insurers for adjustments.

7. REVIEW RISK ASSESSMENTS

Council are happy with all current risk assessments and will carry out a new risk assessments for the speed indicator device.

8. REVIEW INTERNAL CONTROLS

Council are happy with internal controls however Clerk mention the standing orders and financial orders will need to be reviewed again due to further updates

9. REVIEW INTERNAL AUDIT the internal audit was completed by Salc and in general was a huge improvement from the last audit carried out.

Clerk provided council a detailed explanation and read out all recommendations made by the auditor, the clerk as agreed by council will actively introduce the recommendations set out in the internal audit.

10. BIODIVERSITY – To Discuss

Nothing further to add from Cllr Grahams report as above however it has been mentioned that we need to encourage people not parking in the designated areas for wild flower.

11. ALLOTMENTS To review allotments

11.1 it has been agreed to carry out an inspection on the allotments asap and begin to get letters out.

11.2 Council agreed to raise the rent to £40 per full plot and £20 per half plot

12. VILLAGE NEWS LETTER

Council have agreed this however will pass onto village hall to proceed with matters, Clerk to email.

13. MATTERS RAISED BY PARISH COUNCILLORS

13.1 Cllr Hayward mention a resident approached her regarding pot holes down school road – school road to go on agenda for next month.

13.2 Cllr Black mentioned that the hedge need the cut down on st Andrews road from Leiston road needs cutting back – clerk to send resident a letter.

13.3 Cllr Staff asked if we can look at the quiet lanes again, Clerk was informed that this scheme no longer runs however will look further, Cllr Mayhew asked for this to be on agenda for next month.

13.4 Cllr Staff also mentioned that school road is very bad

13.5 Cllr Mayhew asked for updates on Blowers for grass to be cut however blowers have not contacted john for additional cuts, Clerk to chase.

13.6 Cllr Mayhew said the Speed sign is now ready to be put up having supplied additional fixing points to the post, Council agreed to meet on 2nd July at 19:30

13.7 Cllr Mayhew mentioned that there are wheelie bins in the road and been there for weeks.

14. CORRESPONDANCE

A resident used the website to report the overgrowth down the footpath at the back of the fitches. Clerk to reply stating it is highways responsibility however will put in a request for this to be carried out. **15. FINANCIAL**

The June 2024 financial statement was reviewed and approved. Proposed by Cllr Hayward and seconded by Cllr Clements.

15.1 A total of £802.81 for payments was approved

16. DATE OF NEXT MEETING – 16th July 2024

The Parish Council meeting was closed by the Chair at 20:44hrs.

