

KNODISHALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON 28TH MAY 2024

PRESENT: Councillors J Mayhew (Chair), L Hayward, N Black, J Staff, Clerk D Sanders and 1 member of the public

The meeting commenced at 7.32pm

- 1. ELECTION OF CHAIR FOR THE ENSUING YEAR** – Cllr J Mayhew unanimously elected and duly proposed by Cllr Hayward and seconded by Cllr Black.
- 2. APOLOGIES** – KPC J Clements due to being on holiday, SCC TJ due to being on holiday and ESC K Graham due to attending another parish meeting – Council agreed to accept and approve all apologies.
- 3. DECLARATIONS OF INTEREST** – Nothing
- 4. ELECTION OF VICE CHAIR FOR THE ENSUING YEAR** – Cllr Staff was unanimously elected and duly proposed by Cllr Hayward and seconded by Cllr Black.
- 5. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

Allotments	Cllr Clements
Common Management	Cllr Black
Common Fire Watch	Cllr Hayward
Community Partnership	Cllr Staff
Flood and Emergencies	Cllr Staff
Footpath Warden	Cllr Staff
Play Area and Pond	Cllrs Hayward & Mayhew
SALC	Cllr Staff and Mayhew
Tree Warden	Cllr Black
Village Hall Trustees	Cllr Clements
War Memorial	Cllr Mayhew
Offshore Windfarm & Sizewell C	Cllr Staff
- 6. APPOINTMENT OF RESPONSIBLE FINANCE OFFICER FOR 2023/2024** – The Clerk Dale Sanders unanimously appointed and duly proposed by Cllr Hayward and seconded by Cllr Staff.
- 7. MINUTES** – Approval of minutes of the Parish Council Meeting held on 16th April 2024. Proposed by Cllr Hayward and seconded by Cllr Clements and thus agreed by the Parish Council to accept the Minutes of the last meeting.
- 8. CLERK'S REPORT AND MATTERS ARISING**
 - 8.1 can now confirm that the 8 properties have been officially addressed as 1 to 11 and 2 to 4 Nightingale Close, Knodishall, Saxmundham IP17 1GQ
 - 8.2 Cllr Fisher has stepped down as Chair of the Community Partnership. The new Chair will be Cllr Katie Graham.
 - 8.3 Received an update from Flagship regarding Hillcrest road and was confirmed that the road is owned by Hill farm and therefore flagship have withdrawn the application of ownership. Residents and flagship along with council will chase on the repairs of the road.
- 9. PLANS** – DC/24/1299/FUL - Extension to rear of garden room to form auxiliary living, 1 Langlaagte Terrace, St Andrews Road, Knodishall, Saxmundham, Suffolk. Council viewed the application and had no issues however Cllr Staff mentioned we should get CIL payment if extended living accommodation, clerk to ask CIL department at ESC. No other comments or objections.

10. PLAY AREA

Play area will be reviewed for ongoing maintenance, Cllr Staff to take a look

11. BIODIVERSITY – To Discuss

11.1 Clerk read out a report sent by Cllr Graham regarding a new East Suffolk wildflower bloom scheme which promotes biodiversity – clerk to ask Cllr Graham and apply.

11.2 Councillors discussed and agreed two areas to keep as wild flower.

11.3 Clerk to look into signage for the wild flower plots and to include no parking.

12. ALLOTMENTS To review allotments

Due to Cllr Clements absence, this will be postponed until the next meeting to discuss further.

13. VILLAGE NEWS LETTER

13.1 No update from Cllr Clements regarding the village hall, review again at next meeting.

13.2 Councillors were happy with the proposal of design and costs of the newsletter presented by Leiston press.

13.3 Clerk to ask Local councillors if they can help towards costs

13.4 Cllr Mayhew suggested to get local groups together to discuss input

14. REVIEW YEAR END 1ST APRIL 2023-31ST MARCH 2024 & APPROVE AGAR

14.1 AGAR was signed and approved by Cllr Mayhew and RFO D Sanders

14.2 internal audit is still be carried out

14.3 Councillors reviewed end of year which was proposed by Cllr Staff and seconded by Cllr Black

14.4 CIL statement was also reviewed and was proposed by Cllr Staff and seconded by Cllr Black therefore signed by Chair.

14.5 Clerk also discussed the variances on over spend with explanations to each area.

15. ADOPTION OF STANDING ORDERS AND FINANCIAL STANDING ORDERS

Updated Standing Order and Financial Standing Orders proposed by Cllr Staff and seconded by Cllr Black and duly adopted by Council.

16. MATTERS RAISED BY PARISH COUNCILLORS

16.1 Cllr Hayward was asked by a resident if council are going to be anything about flooding at the end of road and going in their garage, Chair said we could get costs for repair.

16.2 Cllr Hayward also mentioned the light still have not been fixed which was reported a while ago, was told that it needed a new unit which is on order.

16.3 Cllr Black said that the road toward chapel, that the bollard has broken and will not go either up or down

16.4 Cllr Staff mentioned that there is a lot of estate agent sign and the start of Judith Avenue when the for sale property is almost half way up, clerk to find out who the estate agents are and make contact to remove.

16.5 Cllr Staff have been attending the Sizewell C meetings and have requested if we can put further traffic calming measures in place.

17. CORRESPONDANCE – nothing

18. FINANCIAL –

18.1. The May 2024 financial statement was reviewed and approved. Proposed by Cllr Staff and seconded by Cllr Hayward.

18.2 A total of £4678.87 for payments was approved.

18.3 50% of precept received totalling £10430

19. DATE OF NEXT MEETING – Council agreed to revert back to third Tuesday of every month, next one being 18th June 2024

The Parish Council meeting was closed by the Chair at 20:29hrs.

Opened to the 1 member of public to speak at 20:29

Mr Naylor in attendance provided an update on the supply of water at the allotments and stated with the new parts now in place it is a lot better and can now fill each tank in 5mins whereas before where they struggled with kinks in the hoses it would take 40mins. Now everything is in place with the new pump purchased last year it has almost saved a full day's work.

Council thanked Mr Naylor's support and assistance to improving this process.

Mr Naylor also said he would help with revamping the notice board located at the allotments and Clerk provided him with a key.

Meeting Closed at 20:38