

YOXFORD PARISH COUNCIL

Councillors are summoned to attend the Annual Meeting of Yoxford Parish Council on
Thursday May 9th 2024 at 8:00 pm at Yoxford Village Hall.

Public and press are welcome to attend.

AGENDA

1. **Election of Chair**
2. **Election of Vice-Chair**
3. **Attendance and apologies**
4. **To receive declarations of interest and to consider requests for dispensations**
5. **Public Forum**
 - a) Members of the public may address the Council on any agenda item.
 - b) To receive a report from County Cllr. Richard Smith.
 - c) To receive a report from the District Cllr. Julia Ewart
6. **Minutes**
 - a) To approve as accurate the minutes of the meeting held on 4th April 2024 and the Extraordinary meeting of 22nd April 2024.
 - b) Matters arising.
7. **Councillors**
 - a) To receive an update on the Casual Vacancy
 - b) Councillors' Training
 - c) Register of Interests.
 - d) To review Councillors' responsibilities to liaise with outside organisations and to lead on projects.
 - e) To re-adopt the LGA Model Councillor Code of Conduct 2020.
 - f) Following attendance at an information session on April 15th, to receive further information regarding the migration of the village website to a .gov.uk website from the Clerk and Cllr. Tower.
8. **Councillors' and Clerk's Reports**
 - a) Yoxwood (Cllr. Childs)
 - b) Church
 - c) Police
 - d) ESC Community Partnership (Cllr. Thompson) including discussion and approval of an application to ESC's East Suffolk Blooms project.
 - e) Cemetery
 - f) Work Party
9. **Strategic Objectives 2024-2025**
 - a) To receive an update on the legal transfer of Yoxwood View play area (Priority 1.2).
 - b) To review the Parish Council's objective regarding proposals for the 20 mph speed limit proposal (Priority 3.1).
 - c) To receive an update on the proposal to regenerate Mulberry Park (Priority 1.2) and discuss an update from the Town Land Trust regarding the land known as 'Donkey Meadow'.
 - d) To consider any information for communicating (Priority 2.1).

10. Parish Matters

- a) To provide an update on the application for Suffolk County Council's Self-Help Scheme training.
- b) To review the information provided by the Cyds Project regarding the effectiveness of Yoxford Youth Club and consider its request for funding for 2024/5.
- c) To receive and discuss relevant updates regarding the Sizewell C project, including:
 - i. Feedback from the Northern Transport Forum of 8th May 2024
 - ii. Discuss and agree attendance at the Yoxford Transport Working Group 14th May 11am-1pm, via Microsoft Teams (Agenda items include information about the 50% Yoxford Improvement Scheme (RIBA4))
- d) To receive an update regarding the application for speed measures (30mph roundels).

11. Planning

- a) To consider the following planning application:
Proposal: Demolition of boundary Wall Planning Reference No.: DC/24/1419/LBC
Hope House, High Street, Yoxford, Saxmundham, Suffolk IP17 3HP
Consultation expiry date: 22 May 2024

12. Finance

- a) To approve the Annual Accounts for the financial year 2023/24.
- b) To approve the Bank Reconciliation for the financial year 2023/24.
- c) To note the budgeted versus actual income and expenditure for the financial year 2023/24.
- d) To note the monthly financial position.
- e) To approve the Community Infrastructure Levy Report (CIL) for the financial year 2023/24.
- f) To note the Remittance Advice from ESC informing Council that the 1st Precept instalment of 2024/5 has been paid to the sum of £7377.00
- g) To authorise the payments listed below:

Details	Payee	Amount	VAT	Total	Power
Salary May 2024 (including 15 additional hours in April and £26 underpayment in April)	Clerk	£1134.72	n/a	1134.72	LGA 1972 s.112
Payment to for MUTs Lunch (20 @ £8 ph)	Caterer	£160.00	nil	£160.00	LGA 1972 s.137
Expenses (Laptop: McAfee LiveSafe anti-virus software)	Clerk	£49.99	£10.00	£59.99	LGA 1972 s.111
Cemetery Water Charges	Wave	£77.27	nil		OSA 1906 s.10
Invoice 3831: grass cutting 19.03.24 to 23.04.24	SCL Landscape Management Ltd	£745.00	£149.00	£894.00	OSA 1906 s.9

11. Correspondence

To review correspondence received from March 28th to May 2nd 2024 and to take action as appropriate.

12. Questions to the Chair/Items for the Next Agenda

13. Next Meeting

To confirm the date and time of the next meeting of the Council which is scheduled for June 6th 2024

Trudy Charles
Parish Clerk
May 1st 2024