

BLYFORD AND SOTHERTON PARISH COUNCIL
Minutes of meeting held on Monday 18th November 2024 at 6.30 pm
In the Tardis Room of Wenhaston Village Hall

Councillors Present: Cllr G Walker (Chairman), Cllr R Parry, Cllr B Martin, Cllr B Goldbart
Cllr S MacDonald and Mrs A Donnachie (Clerk)
In Attendance: Suffolk County Councillor Annette Dunning
Public Forum 2 members of the public were in attendance at start of the meeting.

The Treasurer of the Blyford Parish PCC attended our meeting to thank the Parish Council & Residents for their recent donation from Latitude funds towards the Church renovation fund.

A resident of Blyford attended to seek our help with flooding issues at the junction of Kings Lane and Southwold Road.
Action: Cllr Goldbart will report this to Suffolk Highways and Cllr Dunning will follow-up on this once we have received a response.

To receive reports from County & District Councillors: Cllr Dunning presented her November Parish Report, which was duly received. Parish Report from our District Councillors duly received. **Action: Clerk to publish reports on our website.**

- 1 **Welcome, apologies and receipt of absences:** Cllr Sharman and Cllr Bucknell sent their apologies for absence due to family commitments. The apologies were recorded and accepted. Apologies from District Councillors due to previous commitments.
- 2 **Receipt of declarations of interest and any dispensations allowed:** None
- 3 **Minutes of previous meeting:** Resolution that minutes of Blyford and Sotherton Parish Council meeting held on 16/09/24 was a true record, proposed by Cllr Martin, seconded by Cllr Parry with remainder of council in favour. Minutes signed by the Chairman. **Action: Clerk to post minutes on website and noticeboards.**
- 4 **Chairman and Clerk's report on progress of actions from last meeting(s):** All actions completed/designated to other Agenda items below but following noted:
Item 9 (16/09/24): Planting of bulbs on verges of Kings Lane: Due to Cllr Bucknell's absence this item to go on the January Agenda.
- 5 **Finance:**
 - 5a **Approval of Bank Reconciliation from 13/09/24 to 12/11/24:** The balance on the Current Account stands at £5,317.58 and the balance on the Latitude Account at £3,125.17 with combined total on accounts being £8,442.75 which was verified against bank statements.
 - 5b **Approval of online payments:** £392.88 to Clerk/RFO (net salary and home office allowance), £3.15 Clerk Expenses; £66.40 to HMRC; £27 SALC Payroll; £120 to Suffolk Cloud for 2024/25 website hosting. All payments approved by Council. **Action: Clerk/RFO to action online payments.**
 - 5c **2024/25 Half Year Budget:** Clerk/RFO presented the budget to the Council. Half year budget to 30/09/24 shows a total spend of £4,339.84, offset by transfer of £2,867 from Latitude Funds and within a full year budget of £7,674. All of budgeted items being within spend limit.
 - 5d **2025/26 Draft Budget and setting of Precept in January 2025:** To ensure that the Council is aware of its responsibilities and commitments and the need for forward planning and retaining adequate reserves, the Clerk as RFO presented the draft budget for preliminary discussion as part of the expenditure plans for the forthcoming year. Total expenditure budget will rise in 2025/26 due to the increase in staff and supplier costs and to ensure that adequate funds are available to secure viability beyond the immediate future. The total 2025/26 budget spend being £5,458 against 2024/25 budget of £7,674. The next year's budgeted spend will be met through cut in our reserves. Therefore, to meet our requirements an

increase in the 2025/26 Precept would be required. **Action: Final approval on budget and setting of precept to be finally agreed at our January meeting.**

- 5e **Adoption of General Update in National Pay Rates for Local Authority Payees:** The Council noted the NJC scales applicable to the Council had been uplifted by national agreement and agreed to adopt the scales as amended. The Clerk/RFO's salary will be amended and backdated to 1st April 2024.
- 5e **Requests for Donations:** It was agreed to delay any further donations until the new financial year at our meeting in May.
- 6 **Planning – Public Access Link - <https://publicaccess.eastsuffolk.gov.uk/online-applications>**
- 6a **New Applications:** None
- 6b **Update on Previous Applications:** There are currently no outstanding planning decisions.
- 6c **SALC Legal Update:** Advice on Councillors speaking at planning enquiries noted by Parish Council.
- 6d **Clerk proposed that the Parish Council consider inserting the following into our standing orders that the Parish Council have delegated powers for any non-contentious planning application received between meetings and where no extension can be given, they can be dealt with by email. All were in favour.**
Action: Clerk to amend standing orders.
- 7 **Defibrillator funding:** Cllr Goldbart is currently seeking funding from the Sizewell C Community Fund.
- 8 **Footpaths:** No updates at present.
- 9 **Highways/Speeding:** Cllr Goldbart attended an online meeting with the Chief Constable and Police & Crime Commissioner arising out of which he has been put in contact with the Traffic Management Officer at Suffolk Police HQ regarding adjusting the speed limit through Blyford village.
- 10 **Correspondence Received:** All correspondence distributed to the Parish Council. Items of public information posted on our website/noticeboards. No further comments were received.
- 11 **Reports from Councillors:** None
- 12 **Any other items of information:** None.
- 13 **Setting of dates for 2025 Parish Council meetings:**

Meetings will take place bimonthly on every 3rd Monday of the month in the Meeting Room at Wenhaston Village Hall: 20th January; 17th March; 19th May (Annual Parish Meeting & AGM); 21st July; 15th September and 17th November (this meeting will be in the Tardis Room)

Meeting closed 8.00 pm