

BLYFORD AND SOTHERTON PARISH COUNCIL
Minutes of meeting held on Monday 17th March 2025 at 6.30 pm
In the Committee Room of Wenhaston Village Hall

Councillors Present: Cllr G Walker (Chairman), Cllr R Parry, Cllr B Martin, Cllr L Sharman,
Cllr S MacDonald and Mrs A Donnachie (Clerk)

In Attendance: East Suffolk District Councillor Beth Keyes-Holloway

Public Forum 2 members of the public were in attendance

The Treasurer from All Saints Blyford Church PCC attended our meeting to thank the Parish Council for their donation last year towards the church renovation projects. Fund raising events are planned and a copy of the Blyford Church Services & Events Programme for the coming year will be posted to our website and Facebook.

To receive reports from County & District Councillors: Parish report duly received from Cllrs Wakeling and Cllr Keyes-Holloway. No comments raised and report to go on our website and noticeboards.

- 1 **Welcome, apologies and receipt of absences:** Cllr Bucknell sent his apologies for absence due to family funeral and Cllr Goldbart being on holiday. Both apologies accepted.
- 2 **Receipt of declarations of interest and any dispensations allowed:** None received.
- 3 **Minutes of previous meeting:** Resolution that minutes of Blyford and Sotherton Parish Council meeting held on 20/01/25 was a true record, proposed by Cllr Martin, seconded by Cllr Sharma 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 or delayed until our May meeting when Cllr Goldbart attends.
Item 9 (16/09/24): Planting of bulbs on verges of Kings Lane: Confirmation that all bulbs had been planted received by email from Cllr Bucknell.
- 5 **Finance:**
 - 5a **Approval of Bank Reconciliation from 12/01/25 to 13/03/25:** The balance on the Current Account stands at £4,062.28 with receipts totalling £408.95 VAT refund and expenditure over £100 being Clerk's salary. The balance on the Latitude Account stands at £3,422.99 with combined total on accounts being £7,485.27 which was verified against bank statements. Acceptance of account proposed by Cllr Martin, seconded by Cllr Walker and all in favour. **Action: Clerk to post on website and noticeboard.**
 - 5b **Approval of online payments:** Clerk/RFO (net salary and home office allowances) HMRC PAYE. All payments approved by Council. **Action: Clerk/RFO to action online payments.**
 - 5c **Preparation for 2024/25 year-end accounts – Appointment of Internal Auditor:** The Clerk presented 2 quotes for consideration with the decision being that we appoint Heelis & Lodge who gave a more competitive quote. **Action: Clerk**
 - 5d **Review of the 2024/25 Budget on Parish Council Current Account:** The Clerk/RFO presented the budget to date. Income exceeded the budget of £5,850 being £7,042 resulting from reimbursement from the Latitude account for community event spending in 2024. Total Expenditure currently stands at £7,081 against the Budget of £7,674 with £593 surplus to cover payments due to 31/03/25. In summary the budget has been kept within expected limits. 2024/25 Ringfenced Latitude income received to-date stands at £2,310.25 exceeding 2023/24 income of £1.501. Current balance being £3,422.99.
- 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 **Planning Forum for Town and Parish Councils:** The Clerk attended this meeting on 30/01/25 and circulated the presentation information to the Parish Councillors. These meetings are planned to take place twice a year for Clerk and Councillors to attend.

- 7 **Latitude Ticketing 2025:** Cllr Parry reported that tickets have now all been allocated with deadline for payment being 31/05/25 with unpaid tickets being offered to those on the waiting list.
- 8 **Correspondence Received:** All correspondence distributed to the Parish Council. Items of public information posted on our website/noticeboards.
- 8d **Sizewell C:** Cllr Goldbart wanted to highlight that comments about, and/or objections to, the project can still be made. The following websites may be of interest to residents: <https://tasizewellc.org.uk>, <https://stopsizellc.org/why-stop-sizewell-c> and <https://www.sizewellc.com>. They carry information and links to expert opinion.
No further comments were received.
- 9 **Review of Governance Documents:** First 3 items deferred until May and September. The Asset Register was updated and approved by the Parish Council. Some outstanding repairs remain from the Asset Inspection report from July 2024 and these will be done once the weather permits.
- 10 **Any other items of information:**
- 10a The clerk reported that she had received the 2025 Electoral Roll which shows Blyford having 82 residents and Sotherton having 63 residents registered.
- 10b A member of the public raised the issue of excessive speeding along Southwold Road in Blyford, especially in the early hours of the morning. This is an ongoing problem which Cllr Goldbart has been actively engaged in discussions with the Suffolk Highways, Suffolk County Councillor and Suffolk Police and is currently awaiting responses. **Action: Agenda item for May meeting.**
- 11 **Date of next meeting: Annual Parish Meeting followed by the Annual General Meeting to take place on Monday 19th May 2025 at 6.30 pm in the Committee Room at Wenhaston Village Hall.**

Meeting closed 8.00 pm