



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
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01.07.22

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 06 JULY 2022** at 7.30pm.

In order to facilitate the meeting, in the absence of prior notice of a wish to speak, the Chairman will take starred items* as read and accepted without discussion. For other items, if any councillors wish to present a proposal to expedite the business, the Chairman will ask them to speak at an early stage in the discussion, if notified in advance.

To note that Covid-19 is still circulating so please act cautiously and be mindful of the concerns of others. Please make your own risk assessment of the advisability of attending and/or any measures you should take individually to ensure your own safety.

The meeting is open to the public and press to attend.

D E Linsley

Diane Linsley
Clerk

CP is council paper; **CR** is Clerk's report

AGENDA			
Time	Item	Action by Council	Paper/Ref (all by email)
19.30	1. Apologies	Note/accept absence	Not applicable (N/A)
19.31	2. Any declarations of disclosable pecuniary or local non-pecuniary interests	Register interests	N/A
19.33	3. Filling the Parish Councillor vacancies	Consider co-option	N/A
19.35	4. Minutes of Parish Council Meeting 01.06.22	Approve*	CP - Minutes
19.37	5. Actions from last meeting	Ongoing or on the agenda*	N/A
19.38	6. PUBLIC FORUM		
	6.1 Police Report /ASB Report	Note/any issues raised by the public/consider	N/A
	6.2 Reports from County Councillors	Note/any issues raised by the public/consider	Any report?
	6.3 Reports from District Councillors	Note/any issues raised by the public/consider	Any report?
	6.4 To allow members of the public to address business on the agenda	Note/consider	Any issues?
	6.5 Any issues raised by the public	Note/include on another agenda?	Any issues?
19.58	7. Financial Matters		
	7.1 Cheques signed between meetings	Ratify	CP to follow
	7.2 Any pending expenditure transactions	No report	N/A
	7.3 Income & expenditure	Note*	CP
	7.4 Annual Governance & Accountability	Note*	CR1

	Return 2021/22 Form 3 submitted by Finance Officer on 09.06.22		
	7.5 Community Infrastructure Levy (CIL) Report 01 April 2021 – 31 March 2022	Approve	CP
	7.6 CIL Report 2022/23 to 29/06/22	Note*	CP
20.03.	8. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES		
	8.1 Development, Environment & Transport Committee 08.06.22 CANCELLED due to lack of a quorum.	Some agenda items transferred to this agenda.	N/A
	9. Clerk's Report		
	9.1 Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014	Ratify decisions	CP to follow
	9.2 Venue for Parish Council meetings	Agree to hold in Parish Room/St Michael's Church Centre/ Other?	N/A
	9.3 Review of the Development, Environment & Transport Committee	Agree	CR2
	9.4 Combined Report on Planning Responses submitted to ESC	Ratify	CP
	9.5 McCarthy Stone car park update	Note*	Verbal Report by Mrs Hall
	The following item may be taken in camera		
	9.6 Appointment of a firm of solicitors for the potential transfer of the public car park from McCarthy Stone	Consider	CONFIDENTIAL CP
	9.7 LED lighting for the Parish Office & Parish Room - quotation	Consider quote	CPs including quote
	9.8 Insulation and solar panels for Parish Office and Parish Room update	Note*	CR3
	9.9 Martlesham Climate Action Website Compliance	Approve	CP
	9.10 SCC A12 Major Road Network meeting 31.05.22	Note*	CPs
	9.11 Suffolk Enhanced Bus Partnership - Passenger Interest Working Group. 1 st meeting 01.06.22	Note*	CP
	9.12 Sign up to Lorry Watch?	Consider	CR4
	9.13 Brightwell Lakes Forum meeting 04.07.22	Note*	Verbal update from Mr Irwin
	9.14 Grant of £3k for Community Orchard from Martlesham Community Council	Note*	CR5
20.55	10. TO CONSIDER REPORTS FROM WORKING GROUPS		
	10.1 Personnel Working Group update	Note*	CR6
	10.2 Speed Reduction Group – meeting 17.05.22	Note*	CP – notes of meeting
	10.3 Speed Reduction Group – agree location of speed reduction signs	Consider	CR7
	10.4 Martlesham Climate Action (MCA) meeting 13.06.22	Note*	CP to follow
	10.5 Village Fete update	Note*	Verbal report from Mr Irwin
	10.6 Parish Council Stand Working Group	Agree membership and work to be undertaken	CR8
	10.7 The future of Martlesham Wombles	Note*	CR9
21.15	11. Consultations		
	11.1 Community Governance Review in East Suffolk – Second stage 30th May – 8th July	Note*	CR10
	11.2 CAS Rural Services Survey - Please Help us to Record the Services Available in Your Area	Does the PC wish to respond?	CP

21.19	12. Training		
	12.1 August Workshop: an informal meeting which replaces a full Council meeting	Identify individual(s) to prepare workshop	CR11
21.24	13. Recreation Ground Trust (the Parish Council acts as sole trustee in the interests of the Trust): to consider any matters other than those within the remit of the Recreation & Amenities Committee		
	13.1 Any reports?	Note/consider	N/A
21.25	14. Any reports from representatives on local organisations		
	14.1 Any reports?	Note/consider	N/A
21.27	15. Items for Martlesham newsletters (August)/Facebook/website		
	15.1 Contributions/what has this meeting achieved?	Consider: Deputy Clerk post	N/A