



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Diane Linsley
Telephone: 01473 612632
Email: clerk@martleshamcouncil.org.uk
Website: <http://martlesham.onesuffolk.net>

02.09.22

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 07 SEPTEMBER 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
	4. Appoint Mrs Hall to Finance & General Purposes Committee	Consider	CR1
19.35	5. Minutes of Parish Council Meeting 06.07.22	Approve*	CP - Minutes to follow
19.37	6. Actions from last meeting	Ongoing or on the agenda*	N/A
19.38	7. PUBLIC FORUM		
	7.1 Police Report /ASB Report	Note/any issues raised by the public/consider	N/A
	7.2 Reports from District Councillors	Note/any issues raised by the public/consider	Any report?
	7.3 Reports from County Councillors	Note/any issues raised by the public/consider	Any report?
	7.4 To allow members of the public to address business on the agenda	Note/consider	Any issues?
	7.5 Any issues raised by the public	Note/include on another agenda?	Any issues?

19.58	8. Financial Matters		
	8.1 Cheques signed between meetings	Ratify	CP to follow
	8.2 Any pending expenditure transactions	Agree	CP to follow
	8.3 Income & expenditure	Note*	CP to follow
	8.4 Option to opt out of the SAAA central external auditor appointment arrangements	Consider	CR2
	8.5 New fixed business plan - E.ON Next	Ratify	CR3 – report by Finance Officer
	The next item to be taken in camera if required		
	8.6 Insurance	Consider	CR4 & CPs sent by Finance Officer on 01.09.22 confidential
	8.7 Internet banking	Note*	CR5
	8.8 Completion of limited assurance review for year ended 31 March 2022	Minute the successful completion of the review with no matters to address. Agree a length of time for which the "Notice" must be published. Note actions required.	CR6
20.17	9. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES		
	9.1 Recreation & Amenities Committee 13.07.22	Approve*	CP - minutes
20.19	10. Clerk's Report		
	10.1 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
	10.2 Venue for Parish Council meetings	Agree to hold in Parish Room/St Michael's Church Centre/ Other?	N/A
	10.3 Martlesham Parish Council to be known as 'Martlesham Council'	Consider	CR7
	10.4 August workshop 2022 - suggestions	Consider/agree	CR8, CP (first circulated 05.08.22)
	10.5 Tarmac pieces from runway, ideas on what to do with them?	To pass on suggestions to the DETC	CR9
	10.6 Martlesham Climate Action Website Compliance	Agree	CP
	The next item to be taken in camera if required		
	10.7 Permission for sniffer dog training to take place on the Community Hall car park (including the edge of Martlesham Common LNR) and the Felixstowe Road Picnic Site	Consider	CR10, CPs confidential
20.45	11. TO CONSIDER REPORTS FROM WORKING GROUPS		
	11.1 Village Fete feedback	Note article and finance report* Consider 3 requests.	CP by Mr Irwin. CP - Financial report to follow.
	11.2 Martlesham Climate Action (MCA) – Does the PC agree in principle to signs informing the public of the water quality of the River Deben being erected?	Note the next meeting of the MCA is on 26.09.22.	N/A
20.55	12. Consultations		
	12.1 <u>DC/20/0902/OUT – Suffolk Constabulary Force HQ, Portal Avenue, Martlesham Heath – Outline Application</u> (Some Matters Reserved) - Demolition and removal of all necessary existing buildings and structures to enable the residential	Agree a response	CR11, CPs

	development for up to 300no. new dwellings, with access from Portal Avenue, associated open space and landscaping, drainage and infrastructure. Deadline extended to 08.09.22.		
	12.2 Community Governance Review in East Suffolk – Second stage 30th May – 8th July	Note response submitted on 17.08.22*	CP
	12.3 Environment Agency - Sizewell C permits. Deadline 25.09.22	Consider a response	CPs (first circulated 04.07.22)
21.09	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 Finance report	Note*	CP - Report by Finance Officer to follow
21.11	14. Any reports from representatives on local organisations		
	14.1 Any reports?	Note/consider	N/A
	15. Items for Martlesham newsletters (October)/Facebook/website		
	15.1 Contributions/what has this meeting achieved?	Consider	N/A
	The following item to be taken in camera		
21.14	16. Staff matters		
	16.1 Personnel Working Group - recruitment of a Deputy Clerk	Consider	Information to follow