



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>

28.10.22

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 02 NOVEMBER 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	CR1
19.35	4. Minutes of Parish Council Meeting 05.10.22	Approve*	CP
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 (ASB meeting on 20.10.22 cancelled)	Note/any issues raised by the public/consider	N/A
	6.2 Reports from District Councillors	Note/any issues raised by the public/consider	Any report?
	6.3 Reports from County 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	Agree	CP to follow

	7.3 Income & expenditure	Note*	CP to follow
	7.4 Community Governance Review - Martlesham North	Note*	CR2
	7.5 Martlesham Parish Council Precept 2023/24	Note*	Report from ESC if available
20.06	8. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES		
	8.1 Finance & General Purposes Committee 26.10.22 & Confidential Report F2022/10	Approve*	CPs
	<p>RECOMMENDATION F2022/10a: That the Parish Council increases the loft insulation in the Richards/Parish Room from 100mm to 300mm, with a budget of £2.5k to be taken from the earmarked Community Infrastructure Levy (CIL) funds.</p> <p>RECOMMENDATION F2022/10b: That the Parish Council proceeds with the installation of a PV system once the 3 quotes already obtained have been updated and explores the use of Community Infrastructure Levy (CIL) funds. (CPs)</p> <p>RECOMMENDATION F2022/10c: That the Parish Room is used by the Repair & Advice Hubs for a trial period of up to 6 months, with ongoing review.</p> <p>RECOMMENDATION F2022/10d: That the Parish Council approves the following grant applications received for 2023/24: Disability Advice Service (East Suffolk) £500.00; Greenways Countryside Project £1,100.00; Martlesham Bowls Club £1,000.00; Martlesham Conservation Group £147.52; Martlesham in Bloom £190.00; Martlesham Heath Aviation Society £400.00. Total: £3,337.52. That the grant application from The Saplings Nursery is put on hold until further information is forthcoming. (CPs grant application summary & Grant Policy)</p> <p><u>The Council to be aware of item 9.7 Headway Suffolk – request for donation below.</u></p> <p>RECOMMENDATION F2022/10e: That the Parish Council renews the agreement with Mr Tester for fitness training on Kronji's Piece including the request for a contribution of £80 towards the maintenance of Kronji's Piece. (CP)</p> <p>RECOMMENDATION F2022/10f: To pass a resolution to sign up to the civility and respect pledge. (CPs)</p> <p>The Council may wish to take the following items in camera at the end of the meeting:</p> <p>RECOMMENDATIONS F2022/10g & F2022/10h (CONFIDENTIAL CP)</p>		
20.40	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
	9.2 Meetings calendar 2023	Consider/agree	CP & CR3
	9.3 Martlesham Wilds	Note*	CR4 & CP by Jane Hall
	9.4 Access to council policies and documents and use of the website search engine	Consider. Any comments to be given to the December F&GPC meeting to consider.	CP by Jane Hall
	9.5 Village fete 2023 – Saturday 15 th July	Agree date/note report*	CP by Mr Irwin to follow
	9.6 Citizens Advice East Suffolk (CAES) – use of Parish Room	Note*	CR5
	9.7 Headway Suffolk – request for donation	Consider	CP
21.04	10. TO CONSIDER REPORTS FROM WORKING GROUPS		
	10.1 Volunteer Event 30th November 2022 - Update	Note*	CR
	10.2 Martlesham Climate Action (MCA) – 26.09.22 meeting	Note*	CP
	10.3 Personnel Working Group next meeting	Note* To be confirmed	N/A
21.08	11. Consultations		
	11.1 Any consultations?		
21.09	12. 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		
	12.1 Anything to report?	Note/consider	N/A

21.10	13. Any reports from representatives on local organisations		
	13.1 Martlesham Community Hall Committee – meeting 20.10.22	Note/consider	CP if available
	13.2 Suffolk Enhanced Bus Partnership meeting 18.10.22	Note/consider	Verbal report by the Chairman
	13.3 Any other reports?	Note/consider	N/A
21.16	14. Items for Martlesham newsletters (December)/Facebook/website		
	14.1 Contributions/what has this meeting achieved?	Consider	N/A