

Offton and Willisham Parish Council

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30th August 2022

I hereby give notice that the meeting of Offton & Willisham Parish Council will be held at the Offton and Willisham Village Hall on Monday 5th September 2022 commencing at 7.00pm. The Press and the Public are invited to attend. Councillors are summoned to attend.

The Parish Council, members of the public and the press may record, film, photograph or broadcast this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and wishes to record, film, and photograph or broadcast the meeting should advise the Parish Clerk.



Public questions during a remote meeting: Questions can be forwarded to the Clerk prior to the meeting via email (as above) or given in person during item headed - Public Participation. Members of the public may not take part in the Parish Council meeting itself, unless with the permission of the Chairman to do so..

AGENDA

- 1. Meeting administration**
 - a) Chair to welcome & open the meeting
 - b) To present the first Annual Parish Award - APA 2022
 - c) To consider & Approve Apologies for absence, apologies from Cllr Bye & Cllr Warnes sent in advance
 - d) To receive Declarations of interest on agenda items
- 2. To Approve the draft minutes of 4th July 2022 and for the Chairman to sign as a true record**
 - a) Matters arising from 4th July minutes
- 3. Public Participation Session** (To hear reports from the County Councillor, District Councillor & Comments from the Public)
- 4. Chair Report**
- 5. Clerk Report, with details of emails and correspondence up to the period 29th August 2022**
- 6. Update on Marshmoor Park access and resident request to discuss By Way from B1078 Ipswich road to Greenstead Green**
- 7. Update on Middlewood car parking and road safety**
- 8. Planning & Governance Consultations**
 - i) BMSDC planning consultation request DC/22/03794 - Full Planning of Erection of 1 dwelling, 20 North Acres , Willisham
 - ii) BMSDC planning consultation request DC/22/04073 - Prior Approval, change of use, Strawberry Hall, Willisham
 - iii) BMSDC planning consultation request DC/22/04163 - As above, Strawberry Hall, Willisham
- 9. To discuss Parish Trees, Hedegrows and Wildflower Scheme (BMSDC deadline asap)**
- 10. To discuss the repair or replacement of the Offton Green Silver Jubilee Bench and the Bench by Flint Cottage**
- 11. Resident Requested (multiple) & ongoing - Speeding on Bildeston Rd & Ipswich Rd**
- 12. Resident Requested - Holly Road and falling bricks from degrading bank (369693)**
- 13. Resident Requested - Bird Feeders and the Footpath from Tye Lane to Holly Rd**
- 14. Outstanding ROI addendum forms to be completed**

15. Finance

- a) **Current Bank Balances as at 31st July 2022:-**
 - Community Account = £6,546.88**
 - Premium Account = £0.34**
 - Premium Savings Account = £9005.30**
- b) **Income received - Bank Interest £0.68**
- c) **To review 1st Quarter accounts**
- d) **To consider the SAAA appointing the External Auditor for the next 5yrs**
- e) **To review current quote received for Telephone box for 2023 of £400**
- f) **To confirm payments made since 4th July 2022 meeting**
 - i. **Clerk Wages for August - £359.13**
- g) **To approve payments and authorise cheques for signature for Sept (Resolution required)**
 - i. **Clerk Wages for Sept – £359.13**
 - ii. **Clerk Expenses & Office Allowance - £55.45**
 - iii. **APA Vase - £70.00**

16. To discuss & review the collection of the Parish Plan Questionnaires and presentation of results

17. Next Meeting scheduled for Monday 7th November 2022