

BADINGHAM PARISH COUNCIL

Draft Minutes of a Meeting of the Parish Council held at 6:30pm 24th September 2024

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Mountain, Welham, Lindesay. Also present: The clerk, and one member of the public for all or part of the meeting.

1. **Chair's Welcome:** The chair welcomed everyone to the meeting.
2. **Apologies for Absence:** Apologies received and approved from Cllrs Sweeney and Johnston.
3. **Co-option** c/forward to next meeting
4. **Pecuniary/Non-Pecuniary Interests:** There were no interests declared and no requests for dispensations. Cllrs were reminded of their obligations under the new Code of Conduct.
5. **Minutes:** The minutes of the meeting 13th August 2024 were approved and signed by the chair.
6. **Outstanding Matters arising from those minutes not covered elsewhere** 10 New Lea/Mill Road flooding. Meadow Fields Management advised that the ditch work and tree trimming between the boundaries has been performed.
7. **Public Forum:** No reports to note
8. **Report from County Councillor:** Previously circulated and on the website. **Report from District Councillors and Leader of ESC:** No report to circulate
9. **Governance and Statutory Business:** The defibrillator public liability document was read and checked. Although it is good in terms of liability, it does not specify that the defibrillator will affect the building. The chair has requested a copy of the policy. *Action:* The clerk will go back to BCC for a copy to email to the chair, who is willing to sign the agreement if everything is satisfactory.
10. **Planning:**
 - a) <https://publicaccess.eastsuffolk.gov.uk/online-applications/> (i) DC/24/2590/VOC Variation of Condition No. of DC/23/3894/FUL (ii) DC/24/2329/FUL was unanimously approved by the council. (ii) DC/24/2329/FUL was unanimously approved by the council.
 - b) No planning determinations received. For information only.
 - c) No other planning matters or comments to submit to East Suffolk Planning Alliance (ESPA) Community Engagement meeting.
11. **Accounts:**
 - a) Payments totalling £588.30 (previously circulated) were unanimously approved and signed by 2 councillors. Payments totally £6,013.42 (previously circulated) for the VH were unanimously approved and signed by 2 councillors.
 - b) Receipts to note: £4,065.26 Hiscox Insurance for Village Hall floor.
 - c) The bank reconciliation for 31st August 2024 (previously circulated) was approved and signed by the chair.
 - d) The method for bank approvals as best practice as brought up by the clerk. The council agreed that the clerk should email copies of invoices for at least one councillor to approve and then for another councillor to authorise the bank payments online, for payments needed between parish council meetings.
 - e) Update on internet banking. Reduction of interest rates reported back to the council. No action required.
 - f) The annual insurance policy renewal, due on 1st October, was agreed to remain with last year's provider Clear Councils unless the Chair who volunteered, could find a better deal with another organisation. *Action:* The clerk will email the policy schedule of the village hall to chair to check the buildings cover.
 - g) Update on purchase of Coronation Plaque for tree in Church. Cllr Mountain will email council with details of a potentially suitable plaque. Carried forward to next meeting.
12. **Village Hall:** Updates discussed at VH AGM directly following this meeting at 8pm.
13. **Pocket Park and Open Green Spaces:** Waiting for ROSPA report to email to Cllr Welham to review and action any urgent findings.
14. **Correspondence Received:** The amount of correspondence received was discussed. The chair is happy to help review any funding opportunities. The Rural Coffee Caravan that visits communities was discussed. *Action:* clerk to contact ESC to gather more information.
15. **Motion under the Public Bodies:** The clerk raised a discussion with the Councillors about the procedure in the event of an emergency that requires immediate travel to visit an unwell family member. The council confirmed that, in such circumstances, any scheduled meeting could be postponed.

2024009 Minutes of the meeting of the Parish Council of 24th September 2024

So Signed..... by the Chair at the meeting on.....

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The meeting closed at 7:47pm.

The next meeting is scheduled for 29th October 2024 at 7:00pm.

Caroline Byrne - Clerk and Responsible Financial Officer to Badingham Parish Council

DRAFT