



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
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30.09.22

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 05 OCTOBER 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 07.09.22	Approve*	CP - Minutes to follow
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	Agree	CP to follow
	7.3 Income & expenditure	Note*	CP to follow

	7.4 Changes to Barclays business savings accounts	Note*	CR1
	7.5 Budget considerations	Inform Finance Officer	N/A
20.04	8. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES		
	8.1 Development, Environment & Transport Committee 28.09.22	Approve*	CP – minutes to follow
	RECOMMENDATION D2022/9a: To (i) display a piece of the former runway tarmac in an internal display case in the Parish Rooms accompanied by a short piece of written text (prepared by the Village Recorder or other local interest groups) (ii) Source the display case through targeted enquiries, preferably upcycling an existing display case or existing item of furniture ideally using the services of the Men's Shed/ Repair Café local groups but otherwise using local businesses.		
20.12	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 Meetings calendar 2023	Consider/Agree	CP
	9.4 Part funding of a Police Community Support Officer (PCSO)	Consider	CR2
	9.5 Purchase 2 poppy wreaths for Remembrance Sunday	Consider purchase and volunteers to attend services.	CR3
	9.6 Purchase 13 th edition of 'Arnold-Baker on Local Council Administration'.	Agree	CR4
	9.7 Operation London Bridge update	Note*. Consider future budgets?	CP
20.45	10. TO CONSIDER REPORTS FROM WORKING GROUPS		
	10.1 Village Fete finance report	Note*	CP by Finance Officer
	10.2 Volunteer Event – 26.09.22 meeting + appointment of Mrs Davey to the organising group	Consider recommendation to proceed with the proposal for 24.11.22 as set out in the CP	CP to follow
	10.3 Martlesham Climate Action (MCA) – 26.09.22 meeting	Notes if available.	N/A
	10.4 Personnel Working Group next meeting 20.10.22	Note*	N/A
	10.5 Resignation of Mr Irwin from the Wildflower Project	Note*	CR5
21.05	11. Consultations		
	11.1 Environment Agency - Sizewell C permits. Deadline 25.09.22	Ratify response	CP
	11.2 Community Governance Review – Final recommendations	Note*	CR6
21.10	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 Finance report	Note*	CP - Report by Finance Officer
21.12	13. Any reports from representatives on local organisations		
	13.1 Martlesham Community Hall Committee – meeting 14.09.22	Note/consider	CP – Report by Mr Thompson to follow
21.14	14. Items for Martlesham newsletters (November)/Facebook/website		
	14.1 Contributions/what has this meeting achieved?	Consider	N/A