



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>

01.07.22

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 06 JULY 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 01.06.22 | Approve* | CP - Minutes |
| 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 | No report | N/A |
| | 7.3 Income & expenditure | Note* | CP |
| | 7.4 Annual Governance & Accountability | Note* | CR1 |

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| | Return 2021/22 Form 3 submitted by Finance Officer on 09.06.22 | | |
| | 7.5 Community Infrastructure Levy (CIL) Report 01 April 2021 – 31 March 2022 | Approve | CP |
| | 7.6 CIL Report 2022/23 to 29/06/22 | Note* | CP |
| 20.03. | 8. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES | | |
| | 8.1 Development, Environment & Transport Committee 08.06.22 CANCELLED due to lack of a quorum. | Some agenda items transferred to this agenda. | N/A |
| | 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 Review of the Development, Environment & Transport Committee | Agree | CR2 |
| | 9.4 Combined Report on Planning Responses submitted to ESC | Ratify | CP |
| | 9.5 McCarthy Stone car park update | Note* | Verbal Report by Mrs Hall |
| | The following item may be taken in camera | | |
| | 9.6 Appointment of a firm of solicitors for the potential transfer of the public car park from McCarthy Stone | Consider | CONFIDENTIAL CP |
| | 9.7 LED lighting for the Parish Office & Parish Room - quotation | Consider quote | CPs including quote |
| | 9.8 Insulation and solar panels for Parish Office and Parish Room update | Note* | CR3 |
| | 9.9 Martlesham Climate Action Website Compliance | Approve | CP |
| | 9.10 SCC A12 Major Road Network meeting 31.05.22 | Note* | CPs |
| | 9.11 Suffolk Enhanced Bus Partnership - Passenger Interest Working Group. 1 st meeting 01.06.22 | Note* | CP |
| | 9.12 Sign up to Lorry Watch? | Consider | CR4 |
| | 9.13 Brightwell Lakes Forum meeting 04.07.22 | Note* | Verbal update from Mr Irwin |
| | 9.14 Grant of £3k for Community Orchard from Martlesham Community Council | Note* | CR5 |
| 20.55 | 10. TO CONSIDER REPORTS FROM WORKING GROUPS | | |
| | 10.1 Personnel Working Group update | Note* | CR6 |
| | 10.2 Speed Reduction Group – meeting 17.05.22 | Note* | CP – notes of meeting |
| | 10.3 Speed Reduction Group – agree location of speed reduction signs | Consider | CR7 |
| | 10.4 Martlesham Climate Action (MCA) meeting 13.06.22 | Note* | CP to follow |
| | 10.5 Village Fete update | Note* | Verbal report from Mr Irwin |
| | 10.6 Parish Council Stand Working Group | Agree membership and work to be undertaken | CR8 |
| | 10.7 The future of Martlesham Wombles | Note* | CR9 |
| 21.15 | 11. Consultations | | |
| | 11.1 Community Governance Review in East Suffolk – Second stage 30th May – 8th July | Note* | CR10 |
| | 11.2 CAS Rural Services Survey - Please Help us to Record the Services Available in Your Area | Does the PC wish to respond? | CP |

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| 21.19 | 12. Training | | |
| | 12.1 August Workshop: an informal meeting which replaces a full Council meeting | Identify individual(s) to prepare workshop | CR11 |
| 21.24 | 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 Any reports? | Note/consider | N/A |
| 21.25 | 14. Any reports from representatives on local organisations | | |
| | 14.1 Any reports? | Note/consider | N/A |
| 21.27 | 15. Items for Martlesham newsletters (August)/Facebook/website | | |
| | 15.1 Contributions/what has this meeting achieved? | Consider: Deputy Clerk post | N/A |

