

Yoxford Parish Council

Councillors are summoned to attend a meeting of Yoxford Parish Council
on Thursday 6th February 2025
at 7:00 pm at Yoxford Village Hall.

Public and press are welcome to attend.

AGENDA

- 1. Attendance and apologies**
- 2. To receive declarations of interest and to consider requests for dispensations**
- 3. Public Forum**
 - a. Members of the public may address the Council on any agenda item.
 - b. To receive a report from County Cllr. Richard Smith.
 - c. To receive a report from the District Cllr. Julia Ewart.
- 4. Minutes**
 - a. To approve as accurate the minutes of the Meeting held on 9th January 2025.
 - b. Matters arising.
- 5. Administration and Procedures**
 - a. Following a review with SALC, to review and adopt model Standing Orders.
 - b. To receive advice on declaration of interests/code of conduct.
- 6. Councillors' and Clerk's Reports**
 - a. To receive an update on the Casual Vacancy.
 - b. Cemetery: to receive an update from the Clerk on the new draft policy and pricing schedule on commemorative plaques.
 - c. Children and Young People (Cllrs. McCallum & Gardner)
 - d. Church.
 - e. Community Partnership (Cllr. Thompson) including report of the meeting of 23rd January.
 - f. Volunteers Work Party
 - g. Yoxwood: to discuss next steps in managing the community woodland.
- 7. Strategic Objectives 2024-2025**
 - a. To receive further updates concerning the legal transfer of Yoxwood View play area (Priority 1.2).
 - b. To receive an update on progress on works to implement the revised traffic management measures on Old High Road and Fish Shop Hill. (Priority 3.1) and to reconsider additional measures agreed at last meeting.
 - c. To consider any information for communicating (Priority 2.1) and to receive an update regarding the new noticeboard (purchased from Chediston PC).
- 8. Parish Matters**
 - a. To discuss any issues raised at the first quarterly surgery of 1st February 2025 and evaluate this first session.
 - b. To discuss and agree the maintenance needs of green areas in the village in readiness for tendering a new contract.
 - c. To receive and discuss relevant updates regarding the Sizewell C project including that from the Northern Transport Meeting of 5th February.
 - d. To receive an update on East Suffolk Council's 2024/5 Keep the Heat: thermal imaging project scheduled for 26th February to 11th March 2025.

- e. To receive an update on all matters regarding the requirements of riparian responsibility, including tree survey.
- f. To receive and discuss relevant updates regarding other Nationally Significant Infrastructure Projects (NSIPs).
- g. To receive an update from the ESPA's AGM of 24th January as attended by Cllr. Walford.
- h. To receive an update following the reporting of the condition of the pavements in the village via the SCC Reporting Tool.
- i. To receive an update from the Funding Working Party.
- j. To note and discuss the invitation from SCC to submit evidence regarding the Wildlife and Countryside Act 1981 – Section 53 Claimed Footpath – Missing section of Footpath 10, Yoxford

9. Planning Matters

- a. To receive feedback from ESC's Town and Parish Planning Forum of 30th January 2025 attended by the Chair and Clerk.

10. Administration

- a. To discuss the quotations regarding the migration to a .gov.uk website and agree next steps.

11. Finance

- a. To note and discuss the monthly financial position February 2025.
- b. To receive an update on current arrangements for banking mandates.
- c. To review the Clerk's working hours and to consider guidance to charge the Sole Trustee of Yoxford Village Hall for the hours to discharge role as Treasurer/Acting Hall Manager from 1st April 2025.
- d. To authorise the payments listed below:

Details	Payee	Amount	VAT	Total	Power
Salary February 2025	Employee	£958.08	n/a	£958.08	LGA 1972 s.112
Invoice 29439 Training: Councillor Basics	SALC	£64.00	£12.80	£76.80	LGA 1972 s.111
Expense claim: mileage	Councillor	£18.00	n/a	£18.00	LGA 1972 s.111
Expense Claim: sim package & stationery	Employee	£27.10	n/a	£27.10	LGA 1972 s.112

12. Correspondence

- a. To review correspondence received from 5th to 31st January 2025 and take action as appropriate.

13. Questions to the Chair/Items for the Next Agenda

14. Next Meeting

- a. To confirm the date and time of the next meeting of the Parish Council scheduled for Thursday 6th March 2025 at 7:00 pm.

Trudy Charles
Parish Clerk & RFO
31st January 2025