

IXWORTH AND IXWORTH THORPE PARISH COUNCIL

Minutes of Ixworth & Ixworth Thorpe Parish Council meeting held in Ixworth Village Hall on Monday 26th September 2022 at 7.30pm

Present: Councillors (Cllrs) Ben Lord (Chairman) Sophia Wilson, Kate Rees, Pam Shelton and Debra Reay

Also Present: Mandy Adlington (Parish Clerk) and two members of the public

Abbreviations

Cllr – Councillor, PC – Parish Council, WSC – West Suffolk Council, RFO -Responsible Finance Officer, VAS – Vehicle Activated Sign – SCC – Suffolk County Council

Cllr Reay advised that she was making her own recording of the meeting.

The Clerk also records the meeting for training and monitoring purposes. The Clerk then deletes the recording once the minutes for that meeting are approved

1. Opening Statement from Chairman

The Chairman welcomed everyone present to the meeting and invited all present to join in a moment of silence in reflection of the sad news of the death of Her Majesty Queen Elizabeth II.

2. Apologies for Absence

Apologies were received from;

Cllr Birrell – childcare – apology accepted

Cllr Black – childcare – apology accepted

Cllr Sutton – parental leave – apology accepted

3. Declarations of Interest

No declarations were declared.

4. Minutes of the Previous Meeting

The draft minutes had previously been distributed to all Councillors and taken as read.

It was resolved that the Chair sign the minutes as a true record of the meetings held on 10th August 2022.

5. Clerks Report

The Clerk stated a full report would be given at the October 2022 meeting.

Cllr Reay enquired if the articles on a tree warden and Chalk lane had been submitted to the magazine. The Clerk confirmed they would be sent to the magazine.

6. Public Forum

No comments were made by members of the public present.

7. Planning

DC/22/1490/TCA – one Cypress (T1 on plan) overall crown reduction by up to seven metres; one Spruce (T2 on plan) fell – 100 High Street, Ixworth

DC/22/1524/TCA – one Sycamore – re-pollard to five metres above the ground – Hicks Bungalow, Thetford Road, Ixworth

The meeting due on 14th September 2022 was postponed due to the death of Queen Elizabeth II. The above applications have already been decided by WSC, so no comments were necessary.

8. Finance

The following payments were agreed for payment;

BACS	Staffing	£1632.95
BACS	H M Rev & Customs	£473.15

BACS	ARCO (maintenance supplies)	£146.20
BACS	Navigus Planning (local plan)	£378.00
BACS	Ixworth Village Hall (meeting room)	£29.97
BACS	Community Heartbeat (de-fib)	£151.20
BACS	Rollmark Ltd (walk leaflets)	£477.60
BACS	PKF Littlejohn (external audit)	£360.00
Direct Debit NEST		£42.07

The RFO was authorised to transfer £3000 by on-line transfer from the business account to the community account.

Cllr Sophia Wilson would authorise, online, the payments above.

Action: Clerk & Cllr Sophia Wilson

The bank reconciliation, previously circulated was agreed by all present and signed by Cllrs Wilson and Lord.

9. Parish Council Vacancy

Following the resignation of Steve Wilson, the Clerk reported that WSC Electoral Office had sent the following;

'I write to confirm that we have received no request from ten local government electors for the holding of an election to fill the vacancy on Ixworth & Ixworth Thorpe Parish Council (Ixworth parish). As a result, the council is eligible to fill the vacancy by co-option.'

It was agreed by all present to adopt a new member for the vacancy and the Clerk was instructed to action the Co-option Policy.

Action: Clerk

10. Parish Council Environmental Policy

The Clerk previously circulated the rewritten Environmental Policy.

Minor alterations were proposed and accepted. The Policy was adopted by all present. The Clerk was instructed to add to the Cllrs secure website and the PC website.

Action: Clerk

11. Chairmans Report

Much of the past month has been occupied with various civic responsibilities and representations following the death of Her Majesty Queen Elizabeth II and the implementation of Operation London Bridge where various layers of protocol are required at all levels. During the period of national mourning, I represented the Parish Council in various civic occasions including church services at St. Mary's Church, the Proclamation of His Majesty King Charles III in Bury St Edmunds as well as signing the Parish Book of Condolence in St. Mary's Church. As is custom in this situation, a Public Statement was issued the morning after the official announcement of Her Majesty's death was made and I sent a letter of condolence on behalf of the community to the Royal Family.

12. Councillors Reports

Cllr Wilson stated that whilst the new road markings at the junction of the A1088 and Thetford Road were an improvement but the vegetation had not been cut back.

Cllr Wilson also reported that the SCC VAS had not been deployed in Ixworth Thorpe for some time. It was due in July but had not been installed. Cllr Wilson stated she would monitor the situation and report back at a future meeting.

Cllr Shelton highlighted her concerns that the path and road in Thetford Road had still not been cleared

13. Date of Next Meeting

The date of the next meeting was confirmed as 12th October 2022 at 7.30pm in Ixworth Village Hall.

14. Exclusion of Press & Public

to resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed

- (i) discuss a commercially sensitive report

The press and public were excluded at 8.05pm.

15. Close Meeting

With no further business the meeting was closed at 8.25pm.

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Signed

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Date