| **Attendance**  Chair Alan McManus, Nigel Albertini, Sue Collins, David Gunson, Mary-Jane King, Jacki Shafer, Helen Cook, Linda Gunson | |
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| 1. | **Election Of Chairman**  Alan McManus stood unopposed and was unanimously voted in as Chairman for 2024/25 |
| 2. | **Signing Of Declaration of Acceptance**  Signed |
| 3. | **Chairman’s Welcome and Apologies For Absence** |
| 4. | **Election of Vice Chairman**  Mary-Jane King stood unopposed and was unanimously voted in as Vice Chairman for 2024/25. |
| 5 | **Declaration Of Interests**  None required for the published agenda items. |
| 6 | **To Approve Minutes of Parish Council Meeting held 25th March 2025**  Approved. |
| 7. | **Matters Arising**  Banking Hub - the Parish Clerk provided outline details of the new Banking Hub coming to Woodbridge full details can be found at [cashaccess.co.uk](http://cashaccess.co.uk)  The letters concerning Highways and Telephone Signal from the Deben Ward Parish Councils Meeting have been circulated to all Parish Councils. At the time of this meeting four councils have replied providing their agreement. |
| 8. | **Planning Applications**  DC/25/0176?FUL - Part Land West Of Woodbridge Road Sutton Suffolk - New single storey dwelling and access track with associated landscaping of wider site, proposed to be covered by Section 106 agreement.  The Parish Clerk is request an extension to the expiry date to allow for a council site visit. The Council have also asked why no letters were sent to neighbours? |
| 9 | **Finance**  **Payments received**  Precept - £4326.76  **Payments Made Since Last Meeting**  Sutton Memorial Hall £120.00 (Hall Hire)  Sutton Memorial Hall £5.38 (Stationery)  Clerk’s Wages - £174.00  Sutton Bowls Club £40.00 (Hall Hire)  **Payments authorised to be paid**  None  Balance of Accounts as at 27th May 2025  Current Account - £789.98  Business Premium - £8257.28  Common Rights - £1357.56  Certificate of Exemption for Annual Governance and Accountability Return 2024/25 approved and signed by Chair and RFO.  Change to bank mandate forms completed removing ex-councillors and adding the Parish Clerk/RFO. |
| 10 | **Correspondence**  None |
| 11. | **To Discuss Parking On The Verges At Methersgate Drive**  There has been an increase in the number of vehicles using the verges as a car park. This has resulted in a cracked drain and compacted ground leading to flooding in the area at times of heavy rain. Highways have been contacted regarding the placement of obstructions on the verge but they are unwilling to and if the Council wish to do so, it would need the approval of Highways with an associated cost of £170 just for the application. Creative ways to deter parking are being researched. |
| 12. | **To Discuss Non Operation Of The Speed Indicator Device (SID)**  The batteries have been replaced but the machine was still inoperative. After turning the device off and taking it down to test the batteries again and being replaced the device worked correctly. No action needed. |
| Minutes agreed  Signed …………………………………….…………………….… (Chair) Date ………………………..…………… | |