

Sutton Parish Council Meeting Minutes

25th March 2025 at 7.00 p.m. at Sutton Memorial Hall

Attendance Chair Mary-Jane King, Sue Collins, Helen Cook, Ingrid Franks, Nigel Albertini, Jacki Schafer, David Gunson, Linda Gunson	
1.	Welcome By Chairman The Chairman opened the meeting.
2.	Apologies For Absence Alan McManus
3.	Public Session No members of the public in attendance
4.	Declarations of Interest None
5	Report From Andrew Reid Circulated prior to the meeting. See Website
6	Report From James Mallinder Cllr Mallinder was in attendance and spoke about the forthcoming changes in waste collection and increase in the number of bins per household. During a tour of the Ward with Jenny Riddell-Carpenter, Cllr Mallinder highlighted the issues surrounding mobile phone connections and speeding on rural roads. Briefly discussed devolution which he is in favour of and can see the benefits in cost savings. For full report please see the website
7.	To Approve Minutes of Annual Parish Council Meeting held 26th November 2024 Approved unanimously
8.	Matters Arising Flagship houses still parking on the pavement, the Clerk is to contact Flagship again highlighting the safety concerns.
9	Planning Applications <ol style="list-style-type: none"> 1. DC/24/4430/FUL Proposal: Replacement of existing foul water treatment plant Site address: Tranmer House, Sutton Hoo, Sutton, Suffolk, Consultation letter expiry date: 17 February 2025 No objections raised DC/25/0141/VOC Proposal: Variation of Condition No. 2 of DC/20/2218/FUL - Conversion of

	<p>redundant farm buildings into single residential dwelling with detached workshop/home office - The clients wish to combine the accommodation previously granted to provide a single, accessible residential dwelling. The proposed accommodation is described on the new drawings submitted. The condition should be varied so that development is in accordance with the submitted drawings: 010 rev1 Block Plan, 002 rev3 Proposed Plans and 003 rev4 Proposed Elevations.</p> <p>Site address: Redundant Farm Buildings, Wood Hall Barn, Wood Hall Drive, Sutton, No objections raised</p> <p>Planning reference: DC/25/0616/LBC Proposal: Listed Building Consent - Conversion of redundant farm buildings into single residential dwelling (amendment to approved plans DC/20/2219/LBC.) Site address: Redundant Farm Buildings, Wood Hall Barn, Wood Hall Drive, Sutton, Suffolk</p> <p>No objections raised</p>																						
10	<p>Finance as at 24th September</p> <p>Payments received</p> <p>None</p> <p>Payments Made Since Last Meeting</p> <table> <tr> <td>Clerk's Wages</td><td>£233.88</td></tr> <tr> <td>Interest earned</td><td>£17.01</td></tr> <tr> <td>Interest earned</td><td>£4.79</td></tr> </table> <p>Payments authorised to be paid</p> <table> <tr> <td>IT Services At CAS Ltd</td><td>£90.00</td></tr> <tr> <td>D Gunson (Microsoft 365)</td><td>£59.99</td></tr> <tr> <td>Sutton Memorial Hall Hire</td><td>£120.00</td></tr> <tr> <td>Sutton Memorial Hall Bin Bags</td><td>£5.35</td></tr> <tr> <td>Sutton Bowls Club Room Hire</td><td>£40.00</td></tr> </table> <p>Balance of Accounts as at 21st January 2025</p> <table> <tr> <td>Current Account -</td><td>£1062.35</td></tr> <tr> <td>Business Premium -</td><td>£4398.28</td></tr> <tr> <td>Common Rights -</td><td>£1357.56</td></tr> </table> <p>Bank Mandate</p>	Clerk's Wages	£233.88	Interest earned	£17.01	Interest earned	£4.79	IT Services At CAS Ltd	£90.00	D Gunson (Microsoft 365)	£59.99	Sutton Memorial Hall Hire	£120.00	Sutton Memorial Hall Bin Bags	£5.35	Sutton Bowls Club Room Hire	£40.00	Current Account -	£1062.35	Business Premium -	£4398.28	Common Rights -	£1357.56
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	The RFO and Chair still need to be added as signatories. The existing signatories to take this forward.														
11	<p>To discuss loss of banking facilities</p> <p>The council recognises following the announcement to close the last bank in Woodbridge residents will face difficulties in accessing cash. This issue will be raised with Cllrs Reid and Mallinder.</p>														
12	<p>To sign off the Council's internal controls statement</p> <p>Signed by the Clerk and Vice Chair</p>														
13	<p>Update re Joint Parish Council Meeting - Highways and Phone Signal</p> <p>Letter produced by Sutton Vice Chair following discussions with Highways which was accepted and agreed by Sutton Parish Council. The remaining ward parishes will be added to the bottom of the letter.</p> <p>It has been noted that a care company have been parking outside Greenside Lodge on the pavement preventing pedestrians from passing. Parish Clerk to notify the resident.</p>														
14	<p>Update re JPTI</p> <p>An update from the February 2025 meeting has been added to the parish website</p>														
15	<p>To discuss grass cutting around the bus stop</p> <p>Moved on to the next Parish Council meeting.</p>														
16	<p>Agree dates for Annual Parish Meeting, Annual Parish Council Meeting, Parish Council Meetings 2025/26</p> <table border="0"> <tr> <td>Annual Parish Meeting</td><td>27th May 7.00pm</td></tr> <tr> <td>Annual Parish Council Meeting</td><td>27th May (follows above meeting)</td></tr> <tr> <td>Parish Council Meetings</td><td>22nd July 7.00pm</td></tr> <tr> <td></td><td>30th September 7.00pm</td></tr> <tr> <td></td><td>18th November 7.00pm</td></tr> <tr> <td></td><td>27th January 2026 7.00pm</td></tr> <tr> <td></td><td>31st March 2026 7.00pm</td></tr> </table>	Annual Parish Meeting	27th May 7.00pm	Annual Parish Council Meeting	27th May (follows above meeting)	Parish Council Meetings	22nd July 7.00pm		30th September 7.00pm		18th November 7.00pm		27th January 2026 7.00pm		31st March 2026 7.00pm
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	<p>Date of next meeting</p> <p>27th May 2025</p>														
Minutes agreed															
Signed (Chair) Date															