

Sutton Parish Council Meeting Minutes  
26th November 2024 at 7.00 p.m. at Sutton Bowls Club

<b>Attendance</b> Chair Alan McManus, Nigel Albertini, Sue Collins, David Gunson, Mary-Jane King, Jacki Schafer, Helen Cook, Linda Gunson.	
1.	<b>Welcome By Chairman</b> The Chairman opened the meeting with a minute's silence following the passing of former Councillor and Chairman George Franks.
2.	<b>Apologies For Absence</b> Ingrid Franks
3.	<b>Public Session</b> No members of the public in attendance
4.	<b>Declarations of Interest</b> None
5	<b>Report From Andrew Reid</b> See <a href="#">Website</a>
6	<b>Report From James Mallinder</b> See <a href="#">website</a>
7.	<b>To Approve Minutes of Annual Parish Council Meeting held 24th September 2024</b> Approved unanimously
8.	<b>Matters Arising</b>  None
9	<b>Planning Applications</b>  None
10	<b>Finance as at 24th September</b>  <b>Payments received</b>  None  <b>Payments Made Since Last Meeting</b>  Clerk's Wages                      £174.00 Chq 100548 (Insurance)        £214.00

	<p>Chq 100547 (SALC Membership) £201.28 Clerk's Wages £174.00</p> <p><b>Payments authorised to be paid</b></p> <p>Community Action Suffolk £90.00 (.gov.uk domain change) Community Action Suffolk £60.00 (web hosting)</p> <p>Balance of Accounts as at 24th November 2024</p> <p>Current Account - £1129.75 Business Premium - £5172.98 Common Rights - £1347.73</p> <p><b>Precept &amp; Budget 2025/26</b></p> <p>A budget was prepared by the Parish Clerk which indicated there would be a shortfall if the Precept was to be maintained at last year's level. It was unanimously agreed to raise the Precept to £4326.76 for 2025/26.</p> <p>It was further resolved, unanimously, to peg the Clerk's salary to the National Association of Local Councils pay structure band LC1 7-12.</p> <p><b>Bank Mandate</b></p> <p>Resolution passed unanimously to add the Responsible Financial Officer to the Bank Mandate to facilitate future payments.</p>
11	<p><b>To discuss B1083 Prior to Deben Ward Parish Council Meeting</b></p> <p>The Chair received a reply from Suffolk Highways regarding the flooding issue on the B1083. Suffolk Highways have a reporting portal for all issues and residents are encouraged to use this to log complaints, reference number will be allocated and this should be used for following up on the issue. It helps if as much photographic/video evidence as possible is included in the report.</p> <p>This issue and that of poor mobile phone signal will be raised at the Deben Ward Parish Council Meeting.</p>
12	<p><b>To Discuss And Provide A Resolution To Parking Issues On The Verges Between Methersgate and Sutton Hall Drive</b></p> <p>The land is jointly owned by Suffolk Highways and the landowner and the situation has improved of late. Discussions will take place with the landowner to try and restrict parking in the future.</p>
13	<p><b>To receive an update on the application for a Dog Bin at Methersgate Hall Drive bus stop</b></p> <p>The siting has been agreed, the cost (£316.68 + VAT) will utilise the remainder of the CIL funds with the balance being paid by James Mallinder. The Clerk will obtain the landowners permission and requisition the bin.</p>
14	<p><b>To discuss and action how best to use the .gov.uk domain email addresses</b></p>

	The email addresses <a href="mailto:chair@suttonparish.gov.uk">chair@suttonparish.gov.uk</a> and <a href="mailto:clerk@suttonparish.gov.uk">clerk@suttonparish.gov.uk</a> are now operational. It was resolved any communication from councillors will be filtered through the Parish Clerk.
15	<b>Date Of Next Meeting</b> 21st January 2024 at Sutton Memorial Hall (small room)
Minutes agreed Signed ..... (Chair)      Date .....	