



Rendlesham Parish Council

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24.03.01

Minutes of the Full Council Meeting held on Monday 25th March 2024

Present: Cllrs. Mike Stevenson (Chair), Dave Moore (Vice-Chair), Nickie Delacamp, Gareth Moir, Mike Parry and Herman Trietsch (until Item 5), ESC Cllr. Tim Wilson, the Locum Clerk, five members of the public and two RPC staff.

1. **The Chair** welcomed all to the meeting and gave formal notice about recording of the meeting.
2. To **RECEIVE** apologies for absence and declarations of interest, and to **RECEIVE** delegated Declarations of Interest Dispensation decisions or **APPROVE** such dispensation requests – **NONE**. **SCC Cllr. Nicoll** sent his apologies.
3. **Minutes of the last meeting**
APPROVED - the minutes of the Council meeting held on 15th January 2024 as a true and accurate record.
4. **Co-option – RESOLVED** to co-opt David Waring, Victoria Waring and Robert Routledge as members of the Council. Having introduced themselves, all three asserted their eligibility for the position of Parish Councillor and it was **AGREED** that their declarations of Acceptance of Office would be made prior to the next Council meeting.
5. **Public Forum**
Cllr. Treitsch tendered his resignation, having found that he was unable to make the commitment required of a parish councillor but taking the opportunity to wish the new councillors well before leaving the meeting. Thanks were expressed to Herman for his service. **Julia Ewart** introduced herself as a Parliamentary candidate, explaining her interest in the locality.
6. **County, District and Parish Councillors' Reports**
Cllr. Alexander Nicoll (Suffolk County Council) - **NONE**
Cllr. Tim Wilson (East Suffolk District Council) spoke to his report, highlighting the 'Grow for It' campaign and the "Through the Lens" competition (details on ESC website), the unanimous approval of the £55 million ESC Budget. He also spoke about the Enabling Budget, with £9,500 grants provided and the impending land transfers from the District to the Parish Council.
Cllr. Stevenson reported on the Joint Traffic Initiative with neighbouring councils, in particular the differing views on large vehicle activity around the Bentwater estate. The employment benefits meet favour with Rendlesham, but the negative impact on other areas is recognised. He also spoke about the upcoming Sizewell C meeting which Cllr. Delacamp will attend.
Cllr. Delacamp spoke about the generous grants from Persimmons of £3000 and £5,000 for the Community Centre and Youth Group respectively
7. **Planning and Development**
To **CONSIDER** any correspondence or planning applications received by the Council for comment, including those received after the publication of this agenda - **NONE**
8. **Community Matters**
 - a. **RECEIVED** - an update on matters relating to the Council's responsibilities in the Parish.
Cllr Moir updated the Council on the Skate Park National Lottery bid, now in the second stage.
 - b. To **DISCUSS** Footpath and Highways matters.
Cllr. Moore reported on the high cost quoted by SCC to instate drop kerbs in Redwald Way. **Cllr Wilson** offered to contact SCC Highways to secure a more palatable solution, with Cllr, Stevenson taking the HTC lead on the matter
Cllr Stevenson commented on the poor communication and lengthy delays by the Acer Road roundabout contractors, and agreed to write to express the community's dissatisfaction with this.
Cllr. Parry advised the Council about the extraordinary work done by the Community Payback organisation in clearing parish Footpaths, with more sites to be dealt with. The Council recorded its thanks to all involved for their excellent work.
Cllr. V. Waring offered to champion the Community Litter-Picking initiative, perhaps commencing over the bank holiday weekend
9. **Clerk's Report**
 - a. **REVIEW** and **RESOLVE** on action points from previous meetings – dealt with in Item 8.
 - b. **Training** – various options (including bespoke on-site training) were discussed. Applications to be made via the Clerk – as in an interim measure, induction materials and information for new councillors and staff are to be provided.

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10. RFO Report

- a. **NOTED** - a list of payments, the Bank Reconciliation and a Statement of Accounts (as tabled and explained).
- b. **Virements across Cost Codes and from Reserves** – introduced as a standing item for future meetings.
Cllr. Moore provided a list of important projects to update the Council’s IT infrastructure and hardware, totalling £11,000, much funded by CIL finance with a looming expenditure deadline. In line with Financial Regulations, more than one bid for contractor services will be sought. It was **RESOLVED** to authorise the expenditure.
- c. **CONFIRMED** the Suffolk Association of Local Councils as the **Internal Auditor** for FY 2023/24 and PKF Littlejohn as the Parish Council’s appointed **External Auditor**.

12. Agenda items for future meetings – NONE (other than retained in the Clerk’s Report).

13. CONFIRMED - the date of the **Annual Council Meeting** as 20th May 2024 (subject to confirmation). **Cllr. Stevenson** and other colleagues will form a working group to organise the Annual Parish Meeting as a much more community-friendly event.

14. RESOLVED, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, to exclude the Public, including the Press, from the meeting so that any items containing exempt and confidential in the remainder of the agenda may be discussed and decided

15. Staff Matters – An update was provided on all staff matters. The process to address the circumstances around the two long-term staff absentees was on-going, with expectations of resolution in the next few weeks. The rationale behind the appointment of the Locum Clerk and the new administrative assistants was explained, along with an outline of the projected goals, including improved community engagement, reduction of key person risk and career planning.

The Chair closed the meeting at 9.50 pm.