

# **COPDOCK & WASHBROOK PARISH COUNCIL MEETING**

**TUESDAY, 3 DECEMBER 2024, 7.00PM**

To All Parish Councillors

You are hereby summoned to attend the Parish Council meeting to be held on Tuesday, 3 December 2024, scheduled for 7.00pm, at the Village Hall, Old London Road, Copdock, when the following business will be transacted.

*Mrs S Frankis*

Mrs S Frankis, Clerk and RFO to the Parish of Copdock and Washbrook

Members of the public are welcome to attend.

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## **AGENDA**

1. **APOLOGIES**: to **RECEIVE** and **APPROVE** apologies for absence
2. **DECLARATIONS OF INTEREST**: to **RECEIVE** any Declarations of Interest
3. **DISPENSATIONS**: to **APPROVE** any Requests for Dispensations
4. **PUBLIC FORUM**:
  - i. to **RECEIVE** reports from the County and District Councillors
  - ii. to **RECEIVE** comments from residents of the parish on current agenda items (please note comments are to be addressed to the Chair. A response does not have to be given at the meeting but may be taken away by the Council for consideration)
5. **MINUTES**: to **RECEIVE** and **CONFIRM** the minutes of Parish Council meeting held on 5 November 2024
6. **MATTERS ARISING**: to **CONSIDER** matters arising from the Parish Council meeting held on 5 November 2024
7. **FINANCE AND GOVERNANCE**:
  - i. **SCHEDULE OF PAYMENTS**: to **APPROVE** the Schedule of Payments for December 2024
  - ii. **BUDGET & FINANCE REPORT**: to **AGREE** the November 2024 Budget & Finance Report, including the bank balance
  - iii. **2025/26 BUDGET & PRECEPT**: to **CONSIDER** and **AGREE** the 2025/26 budget and precept
  - iv. **BUDGET HEADING VIREMENT**: to **AGREE** to vire £470.52 from 2024/25 budget heading 'Insurance' to 'Equipment/Asset Repairs'
  - v. **BUDGET TRANSFER**: to **AGREE** to transfer £5k from the CIL Reserve to the 2024/25 General Fund

- vi. **CLERK'S SALARY INCREASE:** to **AGREE** the Clerk's salary increase in accordance with the National Joint Council for Local Government Services (NJC) 2024/25 Agreement and to **AGREE** to backdate the increase to 1 April 2025
- vii. **CIL GRANT POLICY AND APPLICATION FORM:** to **ADOPT** a Copdock and Washbrook Parish Council CIL Grant Policy and Application Form Template
- viii. **GRANT REQUEST:** to **CONSIDER & AGREE** grant request received from Copdock with Washbrook Village Hall

8. **CLERK'S REPORT:** to **RECEIVE** the Parish Clerk's Report

9. **PLANNING APPLICATIONS AND DECISIONS:**

To **AGREE** responses to planning applications:

- DC/24/04716  
HA – erection of a rear extension (amended Scheme to that approved under DC/24/00623).  
Grange Farm, Wenham Road, Copdock IP8 3EZ
- DC/24/05013  
HA – installation of 6 no. Kingfisher lighting columns to mount 8 no. Opus 3XL floodlights to illuminate a basketball court.  
Park House, Wenham Road, Copdock IP8 3EZ
- DC/24/05126  
HA – replace current fixed floor to ceiling double glazed window with double glazed, aluminium framed bifold doors. Replace 2 current single glazed casement kitchen windows with aluminium framed double glazed casement windows.  
Meadow Barn, Old London Road, Copdock IP8 3JW
- DC/24/05127  
LBC - replace current fixed floor to ceiling double glazed window with double glazed, aluminium framed bifold doors. Replace 2 current single glazed casement kitchen windows with aluminium framed double glazed casement windows.  
Meadow Barn, Old London Road, Copdock IP8 3JW

To **RECEIVE** Decision Notices:

- DC/24/04049      BDC Granted
- DC/24/04111      BDC Granted
- DC/24/04191      BDC Granted

10. **PARISH COUNCIL EMAILS:** to **AGREE** actions as required

11. **COMMUNITY SPEED MANAGEMENT:**

- i. **20's PLENTY:** to **AGREE** actions as required
- ii. **SPEED INDICATOR DEVICE (S.I.D.):** to **AGREE** actions as require

12. **SUFFOLK COUNTY COUNCIL HIGHWAYS & DRAINAGE UPDATES**

13. **INFRASTRUCTURE DEVELOPMENTS:**

i. Neighbourhood Plan

ii. Active Travel Scheme Old London Road Consultation

14. **BMSDC FINDINGS FROM COMPLAINT ABOUT COUNCILLOR CONDUCT**

15. **NEXT MEETING**: to **CONFIRM** the date and time of the next Parish Council meeting, 7 January 2025

16. **MATTERS RAISED BY MEMBERS**

17. **ITEMS FOR THE NEXT AGENDA**