

## NOTICE OF BAWDSEY PARISH COUNCIL

22<sup>nd</sup> May 2025

7.00pm at Bawdsey Village Hall

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

### Agenda

1.	To elect Chair of council and signing of the 'Declaration of Acceptance of Office'
2.	Welcome by Chair and receive apologies for absence
3.	To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
4.	<b>Public Participation (10 minutes)</b> – an opportunity for parishioners to briefly raise matters of concern and hear from County and District Councillors  a. Reports or comments from public  b. Reports from County and District Councillors
5.	To agree & sign Minutes of meetings dated 20 <sup>th</sup> March 2025 as true record.
6.	To elect a vice chair and signing of the 'Declaration of Acceptance of Office'
7.	To review and adopt the following: -  • National Code of Conduct
8.	<b>Planning: To receive updates on current applications and consider applications received</b>  a. Consider the following application(s)  <b>DC/25/1515/TPO</b> SCDC/12/00248 - T2 1no. Walnut (T2 on plan) - Side/under prune to gain 3m clearance from High Voltage powerline.  Address: 34 The Street, Bawdsey, IP12 3AH  b. To consider any applications received after the publication of the agenda.
9.	<b>To confirm following roles and advisory groups for 2025- 2026:</b>  a) Finance Councillors (Currently Cllrs Andy Rouse; Clare Walker & Jackie Ferguson)  b) Village Hall Representative (Currently Cllr Tod Heyda)  c) Emergency Committee representative (Cllr Rob Thurkettle)

Bawdsey Parish Clerk: Tina Hughes, Crown Cottage,  
The Street, Alderton, IP12 3BL  
Tel: 01394 411092 Email: Bawdsey-pc@hotmail.co.uk

## NOTICE OF BAWDSEY PARISH COUNCIL

	<p>d) Tree Warden (Currently Cllr Andy Rouse and Richard Tricker)</p> <p>e) Internal Auditor (Currently Trevor Brown)</p> <p>f) Responsible Finance Office (Currently the Clerk)</p> <p>g) Defibrillator caretaker (Currently Cllr Clare Walker)</p> <p>h) Coastguard representative (Currently Cllr Robert Thurkettle)</p>
<b>10.</b>	<p><b>Progress Reports</b></p> <p>a. Clerks Correspondence update</p> <p>b. CIL – Receive an update.</p> <p>c. Village Hall and Recreation Ground Committee update (Cllr. T. Heyda)</p> <p>d. Coastal Matters: Updates on</p> <p style="padding-left: 20px;">i. Coastguard report (Cllr. R. Thurkettle)</p> <p style="padding-left: 20px;">ii. Deben Marine Centre (Cllr. T. Heyda)</p> <p>e. Speedwatch</p> <p>f. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)</p> <p>g. Update from School (Cllr M Locke)</p> <p>h. Emergency Committee (Cllr. R Thurkettle)</p> <p>i. Green Agenda – Trees and Hedges</p> <p>j. Highway Matters</p>
<b>11.</b>	<p><b>End of Year Accounts:</b></p> <p>i. To Receive and accept accounts as of 31st March 2025</p> <p>ii. To accept Internal Auditors reports for year end March 2025</p> <p>iii. To accept Internal Control Statement March 2025</p> <p>iv. To complete sections 1 of part 3 of the Annual Governance and Accountability Return (AGAR) 2024-2025</p> <p>v. To complete sections 2 of part 3 of the Annual Governance and Accountability Return (AGAR) 2024-2025</p> <p>vi. To set a date for exercise of public rights.</p> <p>vii. To agree CIL report for 2024 – 2025</p> <p>viii. Council asked to approve Certificate of Exemption from Limited Assurance Review from PKF Littlejohn</p>
<b>12.</b>	<p><b>Finance</b></p> <p><b>1. To note Bank Balances as of 30<sup>th</sup> April 2025:</b></p> <p>a) Current Account - £16766.98</p> <p>b) Reserve Savings Account - £5379.62</p> <p>c) CIL Funds Savings Account - £28364.53</p> <p>d) Projects Savings Account - £7306.60</p> <p><b>2. To authorise the following Invoices for Payment:</b></p> <p><b>a. New payments since last meeting:</b></p> <p>£210.20 - HMRC</p> <p>£841.00 – Clerks Salary Quarter 4</p> <p>£12.50 – Domino (Emergency Phone) May 25</p>

Bawdsey Parish Clerk: Tina Hughes, Crown Cottage,  
The Street, Alderton, IP12 3BL  
Tel: 01394 411092 Email: Bawdsey-pc@hotmail.co.uk

## NOTICE OF BAWDSEY PARISH COUNCIL

	<p>£163.19 – SALC Membership  £22.80 – SALC Payroll  £200.00 – Trevor Brown (Audit)  £71.97 – Tina Hughes (Refreshments – APM)  £34.71 – Bulletin April 25 + Ferry Passes  £12.50 – Domino (Emergency phone) Mar 25  £550.00 – Village Hall Hire  £6.00 – Unity Bank Charge (April)  £42.77 – Tina Hughes (Stationery and Mileage)  £6.00 – Unity Bank Charge (May)  £264.00 – Zurich Insurance</p> <p><b>b. Any new invoices since publication of agenda:</b></p> <p><b>c. Any new payments received since last meeting:</b></p> <p>£8480.00 – Precept  £75.00 – Alderton Emergency Phone Share</p> <p><b>d. Any new payments received since publication of agenda</b></p> <p><b>3. To receive minutes from finance meeting held on 11<sup>th</sup> May 2025 and accept recommendations for: -</b></p> <ul style="list-style-type: none"> <li>a. Transfer of funds to reserve</li> <li>b. Note issues raised from Internal Control</li> <li>c. Agree changes, review and adopt Financial Regulations</li> <li>d. Review and adopt Risk Assessment (Financial)</li> <li>e. Agree changes, review and adopt Council Standing Orders</li> </ul>
<b>13.</b>	<b>Any matters to be brought to the attention of the Council and to agree date for next meetings.</b>