



<p>respect of Monewden Airfield.</p> <ul style="list-style-type: none"> • National Lottery funding of £1,000 had been received in respect of the Coronation celebrations on 6th-7th May. • Prompted by an article in the East Anglian Daily Times (EADT) about DC/21/0575/FUL, the Clerk had talked to ESC Planning. The Planning Officer had advised that there were no new applications. It seemed there had been confusion with the recent change to 'permitted' status on the ESC Planning Portal following the completion of standard funding and financial processes. 	
<p>7.. Public participation session (15 minutes)-to include Police, District and County Councillors Reports</p> <p>A member of the public explained their concerns regarding the recent Nest Care Farm planning application that had been withdrawn. The Chairman advised that there was no active application. The Parish Council would lead meetings for the village to express its concerns and/or support and to inform KPC's response, immediately any a new application was made.</p> <p>A member of public expressed concern that a drone in use by engineers working on the new development site (DC/21/0757/FUL) had caused fright to horses nearby. In their opinion prior notice should have been given. Dist Cllr M Cook said he would look into this potential welfare issue.</p> <p>Reports from SCC Councillor Elaine Bryce and ESC Cllr M Cook had been circulated prior to the meeting and were available on the Parish Council website. Due to the Election period, no reports had been published in April.</p>	<p>K2023046</p>
<p>8. Planning - To hear an update and agree any action required</p> <p>a) Planning reference: DC/23/1046/FUL Proposal: Demolition of existing poor quality single story rear extension. Erection of new two storey side extension. Address: 4 Church Road, Kettleburgh, Woodbridge, Suffolk, IP13 7LE Consultation expiry date 14th April 2023.</p> <p>Council had considered the plans for this application, and following discussion, resolved that it had no objections. The Clerk was asked to respond to the consultation accordingly.</p> <p>b)Development of 16 Houses in The Street Kettleburgh DC/21/0757/FUL The Clerk reported that the Standing Order £1.00 due on April 1st annually for the rent of the site for the Village Sign had been cancelled for the previous landowner. She had written to the new landowner requesting payment details in order to set up a new Standing Order to continue the payment, in line with the original Licence Deed document, dated 4th Dec 1980. She had not yet received a reply, and would follow up.</p> <p>c) Application DC/22/4851/FUL Nest Care Farm Kettleburgh Council agreed that as there was no current live application, it would keep the situation under active review. It asked the Clerk to arrange an Extraordinary Parish Council meeting immediately any resubmission was made.</p>	<p>K2023047</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

J 18.5.23



<p>9 HM King Charles III Coronation:</p> <p>An update was provided by Cllr EJ Chairman:</p> <p>A 'bring your own picnic' was planned for Sunday 7th May on Kettleburgh Village Green. The Parish Council would provide ice creams, tea and coffee, and souvenir bags for the children. The small marquee would be used for this purpose. The main concern was that there was a lack of practical help before and on the day. Chairs would need to be brought across to the KVG. An accessible toilet would be provided. Flyers to advertise the event were planned and would be delivered to each house.</p> <p>Council resolved to approve receipt of an Awards For All National Lottery Grant of £1,000, towards the celebrations of HM King Charles' Coronation on 6th May 2023.</p>	<p>K2023048</p> <p>None</p> <p>Cllr EJ Chairman and Members of Public</p>
<p>10. Kettleburgh Parish Council ICT Procurement - consider options for the Kettleburgh Parish Council/Village Website and agree any actions</p> <p>The Clerk and Cllr Booth had completed much research on the possible website providers available, but further work was needed to complete any weighting and ranking exercise to inform a future choice. In any case, the earlier decision to procure Microsoft 365 meant that a wider best value ICT Services procurement as agreed with Dist. Cllr M Cook was no longer possible this year. Dist. Cllr M Cook was only able to grant fund new and not existing services. In the meantime, Community Action Suffolk had been supportive and had made several improvements to their service following the accidental deletion of the website.</p> <p>It was agreed that the Clerk, Cllrs RB and EJ, Chairman, would arrange a workshop to consider the next steps. A date was to be agreed after the elections.</p>	<p>K2023049</p> <p>Clerk SF, Cllrs RB and EJ Chairman</p> <p>Cllr EJ Chairman</p> <p>Cllr EB and Clerk</p>
<p>11. Governance and Statutory Business</p> <p>a) Elections 4th May 2023</p> <p>The Clerk confirmed that all nominations had been accepted. For KPC it had therefore been an uncontested election.</p> <p>Nominees were reminded to complete the form they had received from the Electoral Services Team for Election Expenses - a legal requirement.</p> <p>(Council had earlier resolved to defer Agenda Items 11.b) Review/Approval of annual policies to 12.10. Finance to the next meeting.)</p>	<p>K2023050</p> <p>All nominees</p>
<p>12. Finance – To note and where necessary approve:</p> <p>12.11. Barclays Bank Signatories. To consider and agree any changes to be made to the mandate. Scribe Accounts access approval.</p> <p>Barclays Bank mandate was confirmed for current signatories Cllrs RB and Clerk/RFO Sonia Frost. A mandate was currently in process to add Cllr EJ Chairman. This was to apply to both Barclays Bank Community and Business Accounts.</p> <p>Scribe Accounting System: Council approved Read-only access for Cllrs RB and EJ, Chairman.</p> <p>12.12. Enabling Community Budget (ECB)-To approve request of Grant Funding for ICT Procurement. Council resolved to defer this item to the next meeting.</p>	<p>K2023051</p> <p>Cllr EJ Chairman</p> <p>Clerk</p>

[Handwritten signature] 18.5.23



<p>13. Motion under the Public Bodies (admission to meetings) Act 1960 - to exclude the public and press from discussions regarding personnel where publicity might be prejudicial to the special nature of the business</p> <p>None.</p>	<p>K2023052</p>
<p>14. Kettleburgh Pound – to hear an update and agree any necessary actions</p> <p>Maps had recently been acquired by the Parish Council. Those of relevance to the Kettleburgh Pound would be included in the Kettleburgh Pound document that was being collated by the Clerk to provide a record of historical interest for the Parish. It would be available on the website once completed. Cllr EJ Chairman had drafted an initial Management Plan spreadsheet.</p> <p>Council agreed Cllr EJ would take on responsibility for the grass cutting for the Pound.</p> <p>Council considered it appropriate to apply any surplus funds from the Coronation Celebration National Lottery Grant to an information or interpretation board for the Pound. Using any such funds in this way would be acceptable as part of the National Lottery Coronation grant but would be considered after the Coronation.</p>	<p>K2023053</p> <p>Cllr EJ Chairman</p>
<p>15. Next Meeting/s</p> <p>Meetings all to take place at 19.30 in the Kettleburgh Village Hall.</p> <p>Kettleburgh Extraordinary Parish Council Meeting - date to be agreed.</p> <p>Kettleburgh Annual Parish Council Meeting - Thursday 18th May 2023</p> <p>Kettleburgh Annual Parish Meeting - Thursday 25th May 2023</p> <p>Kettleburgh Parish Council Ordinary Meeting - Thursday 13th July 2023</p>	<p>K2023054</p>

Sonia Frost
Clerk and Responsible Officer to Kettleburgh Parish Council

Sonia E. Frost

Chairman's signature to indicate Council approval:

Dated: 18/5/2023

Cllr EJ Chairman
Clerk