

LEVINGTON AND STRATTON HALL PARISH COUNCIL
NOTICE & AGENDA OF ANNUAL PARISH COUNCIL MEETING TO BE HELD ON
Monday, 4th March 2024

AT 7.15 PM IN THE VILLAGE HALL LEVINGTON

PRE THE FORMAL MEETING OF THE PARISH COUNCIL

- COUNTY COUNCILLOR'S REPORT
- DISTRICT COUNCILLOR'S REPORT
- VILLAGE FORUM (Comments on agenda items only)

FORMAL MEETING OF THE PARISH COUNCIL

1. APOLOGIES FOR ABSENCE

None

2. CODE OF CONDUCT & DECLARATIONS OF INTEREST

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF MEETING OF 15TH JANUARY 2024

4. MATTERS TO REPORT FROM THE LATEST MINUTES (not covered elsewhere on the agenda)

Minute 07.24 Update on the Unsociable Behaviour on the Old A45

No further incidents reported to the Parish Council.

Minute 12.24 To receive an update on the Levington Warm Room

Monitoring forms have been submitted to ESC on attendance at the Warm Room. Sam Kenwood is very impressed with our figures and is considering using Levington as a study case. ESC has agreed to credit the PC with the remaining 25% funding. Thanks to Sally Long and Helen Kingston-Ross and their team of volunteers in making the Warm Room such a success.

Minute 14.24 (b) Reports from Councillors

The Clerk has checked with Suffolk County Council Highways the ownership of the two grass verges opposite the Village Hall. These two grass verges belong to the residents.

5. FINANCE

a. Income

None

b. Expenditure

Mrs A J Buggs Salary and Expenses January and February 2024	£810.81
Sally Long Defib	£35.99
Levington Village Hall Warm Room	£540.00
Tuddenham Press Newsletters	£110.00
SALC Training New Councillor	£20.40

c. Bank Balances

Current Account as at 31 st January 2024	£21,093.53
Deposit Account as at 31 st January 2024	£8,642.13

d. To discuss moving bank accounts from Barclays to another bank

e. To discuss appointment of Internal Auditor 2023/2024

6. RESIGNATION OF SARAH GREGORY FROM THE PARISH COUNCIL AND TO CO-OPT A PARISH COUNCILLOR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

7. TO DISCUSS AND CONFIRM ARRANGEMENTS FOR THE ANNUAL PARISH MEETING ON MONDAY, 29TH APRIL 2024

8. ADOPTION OF POLICIES AND PROCEDURES 2023/2024

- a. Risk Assessment
- b. Asset Register
- c. Standing Orders
- d. Financial Regulations
- e. Code of Conduct
- f. Mission Statement

9. TO APPOINT A TRUSTEE TO REPRESENT THE PARISH COUNCIL FOR THE SIR ROBERT HITCHAM'S ALMSHOUSES

10. UPDATE ON ARRANGEMENTS FOR THE D-DAY 80 TO COMMEMORATE THE 80TH ANNIVERSARY OF THE D-DAY LANDINGS ON 6TH JUNE 2024 / CREATE AN PLAN FOR THE DAY

11. UPDATE ON CREATING A COMMUNITY HUB FROM APRIL 2024

12. TO DISCUSS THE PARISH COUNCIL DOCUMENTATION WHICH IS STORED IN THE VILLAGE HALL

13. TO DISCUSS AND NOTE THE ESC NEW 'PLANNING COMMITTEE MEMBER CALL-IN' PROCESS

14. PLANNING

- a. **General – Updated Planning List for January 2024**
- b. **Planning Application DC/23/2694/FUL and DC/23/2695/LBC Ship Church Lane**
Alterations and extensions to provide additional dining and upgraded kitchen facilities and an outdoor seating area and extended parking. This Planning Application will be discussed at Planning Committee on Wednesday, 6th March 2024.
- c. **Planning Application DC/23/3717/FUL Walk Farm Old Felixstowe Road**
Change of use of 3no. buildings from agricultural use to Class E use (light industrial/storage) Walk Farm Old Felixstowe Road Stratton Hall Ipswich IP10 OLR
- d. **DC/24/0619/FUL Orchard House, Church Lane, Levington, Ipswich, Suffolk IP10 OLG**
Single storey rear extension, internal remodelling and new single bay cart lodge to front.

15. CORRESPONDENCE

16. REPORTS FROM COUNCILLORS

- a. **Church Field Warden**
Report from Cllr Derek Dickerson
- b. **Village Hall**
Report Cllr John Parrish
- c. **Sir Robert Hitcham's Almshouses**
Report from the Chair Person Helen Kingston-Ross
- d. **Public Transport**
Report by Marian Rose
- e. **Footpaths**
Report by Cllr John Parrish
- f. **Nacton School**
No report.
- g. **SALC**
No report.
- h. **Port Liaison Group**
Report by Cllr Derek Dickerson/Cllr John Parrish
- i. **Police/SNT/ASB**
No report.
- j. **ESPA**
Report from Cllr Cate Last

17. DATE OF NEXT MEETING: MONDAY, 20TH MAY 2024

18. VILLAGE FORUM (an opportunity to raise items not necessarily on this agenda)

Angie Buggs
Clerk to the Parish Council
March 2024

THE PUBLIC AND PRESS ARE WELCOME