

## THEBERTON AND EASTBRIDGE PARISH COUNCIL

Councillors are summoned to attend the Annual Meeting of Theberton and Eastbridge Parish Council on Thursday 9<sup>th</sup> of May 2024 at 7:00 pm at Jubilee Hall, Theberton.  
Public and press are welcome to attend.

### AGENDA

1. **Election of Chair and signing of Declaration of Office**
2. **Election of Vice-Chair and signing of Declaration of Office**
3. **Attendance and apologies**
4. **To receive declarations of interest and to consider requests for dispensations.**
5. **Public Forum**
  - a) Members of the public may address the Council on any agenda item.
  - b) To receive a report from the County Councillor.
  - c) To receive reports from the District Councillors.
6. **Minutes and Matters Arising**
  - a) To approve as accurate the minutes of the meeting held on the 10<sup>th</sup> of April 2024.
  - b) Matters arising.
7. **Councillors**
  - a) To agree Councillors' responsibilities and who to liaise with the Community Council.
  - b) To agree which Councillors should lead on Energy Projects, Speed Indicator Device, Playing Fields, Planning, Burial Ground, Platinum Heritage Trail, Strategic Objectives, Eastbridge Common, Plug in Suffolk and Defibrillators.
8. **Energy Projects**
  - a) To receive an update from Cllr. Paul Collins.
  - b) To receive a report from the Sizewell C Annual Community Forum held on the 16<sup>th</sup> of April.
  - b) To receive a report from the Sizewell C Northern Transport Forum held on the 8<sup>th</sup> of May.
9. **Planning**
  - a) To receive an update from the Clerk with regards to Moat Road Planning Application DC/23/3712/FUL.
  - b) Saxmundham Road Level Crossing Planning Application DC/24/1191/FUL – extension applied, respond by 10<sup>th</sup> of May.
  - c) Sizewell B Sizewell Power Station Complex Planning Application DC/24/1222/ARM – extension applied, respond by 10<sup>th</sup> of May.
10. **Clerk/Councillors' Reports**
  - a) To receive a report from Cllr. Robert Flindall with regards to Suffolk's Local Transport Consultation, deadline 6<sup>th</sup> of May 2024.
  - b) Platinum Heritage Trail.
  - c) Community Council.
  - d) Police Crime Report.
  - e) Speed Indicator Device.
  - f) Village Noticeboards Refurbishments.
  - g) Eastbridge Common.

- h) To review costs for maintenance of parish assets including tractor oil, diesel and strimming.
- i) Plug In Suffolk Application.
- j) Defibrillator training course at Theberton Village Hall, 6pm on 23<sup>rd</sup> May 2024.
- k) Donation to East Anglia Air Ambulance.
- l) East Suffolk Blooms 2024
- m) Outstanding Actions List.

#### 11. Financial Year End 2023-2024

- a) To review and approve the Annual Accounts for the financial year of 2023- 2024.
- b) To review and approve the EOY Bank Reconciliation for the financial year 2023- 2024.
- c) To review and approve the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return.
- d) To review and approve the Accounting Statement (Section 2) of the Annual Governance and Accountability Return.
- e) To review and approve the Certificate of Exemption for the financial year 2023- 2024.
- f) To review and approve the annual expenditure over £100 2023-2024.
- g) To note the budgeted versus actual income and expenditure for EOY 2023-2024.
- h) The Council agreed to set the period for the exercise of public rights from Monday 3<sup>rd</sup> June to Friday 12<sup>th</sup> July 2024.
- i) To agree to transfer £500 to the earmarked reserve for the Play Equipment Sinking Fund.

#### 12. Finance

- a) To note the latest financial position, including the receipt of the Precept of £8,816.49.
- b) To authorise the following payments:

Details	Payee	Amount	Power
Clerk's Salary	Honor Houlding	£369.15	LGA 1972 s.112
Broadband	XLN/Daisy Communications	£38.81	LGA 1972 s.19
Funeral Donation	East Anglia Air Ambulance Charity	£50.00	LGA 1972 s.139 (1)
Strimmer Maintenance (Strimmer Line, Oil & Fuel)	Stephen Brett	£50.14	OSA 1906 s.9
20l of Oil for Tractor	Philip Baskett	£72.00	OSA 1906 s.9
Stamps	Honor Houlding	£5.40	LGA 1972 s.111
Tractor Fuel	Stephen Brett	£39.71	OSA 1906 s.9
Mower Fuel	Steven Morphey	£7.35	OSA 1906 s.9

#### 13. Correspondence

To review the correspondence received 8<sup>th</sup> of April 2024 and 6<sup>th</sup> of May 2024 take action as appropriate.

#### 14. Questions to the Chair/Items for the Next Agenda

#### 15. Next Meeting

To agree the date and time of the next meeting and the Annual Meeting of the Council which is scheduled for Wednesday 12<sup>th</sup> of May 2025 at 7:00 pm at the Jubilee Hall. The next meeting is due to be held on Wednesday 12<sup>th</sup> of June 2024.

Honor Houlding  
Parish Clerk  
1<sup>st</sup> May 2024