

	<p>can be seen from the road. There will be a deep clean taking place on 2nd December alongside one or two other jobs. Cllr Penn also reported that there are plans to put a rota in place for gardening, cleaning, setting up and opening and closing the Church.</p> <p>5.07: To determine the next steps for developing an Emergency Plan – it was agreed that this is not a priority at the moment, but the Council would ensure everyone in the village has access to relevant emergency telephone numbers they could contact in the case of an emergency.</p> <p>5.08: Update on the Community Payback Scheme – the clerk had met with an officer from the scheme and had visited various sites in Freston. Unfortunately, none of the sites was considered a safe place for the CPS team to work.</p> <p>5.09: Update on anticipated CIL funds. The clerk had received assurance that no outstanding CIL funds were due to Freston currently but may be available once planning permission had been granted for the 6 additional houses under consideration in the Woolverstone scheme.</p>	
.6	<p>Administration Matters and new items or correspondence for consideration:</p> <p>6.01: To note the contents of an email from a local resident and to determine any action required. The resident had agreed that the email could be shared with councillors and the contents had been circulated. The clerk had responded to the resident and Highways will be contacted again about the visibility when exiting Freston at the crossroads. A joint meeting of the local councils is being planned to discuss the impact of developments on the roads and the infrastructure of the peninsula.</p> <p>6.02: To note the contents of the email re Dementia Friends Sessions. The contents were noted and something would be added to the newsletter and the website.</p> <p>6.03: To note the contents of the email concerning the Electrical Safety Fund – information would be put on the website.</p> <p>6.04: To note that a thermal imaging camera assigned to Holbrook Parish Council will be available to take thermal images of houses in Freston, if required, during the period of 5th December 2023 and 4th January 2024. The scheme and its purpose of identifying areas in houses which could benefit from further insulation will need to be circulated to residents who can then register their interest in having images taken. The clerk would forward information which could be included in a newsletter.</p> <p>6.05: Invitation from Babergh & Mid Suffolk District Council to attend a Parish Council Liaison Meeting on 30th October from 9.30 – 11.30 a.m. at Great Cornard. The Clerk reported that she would be going on behalf of Holbrook Parish Council and could report back to Freston.</p> <p>6.06: Councillors noted that the invitation to a seminar run by SALC on Nationally Significant Infrastructure Projects,</p> <p>6.07: To discuss remedial action needed re the ditches near the bus stop at Freston crossroads. The clerk will write to Highways re this and enlist the help of the County Councillor.</p> <p>6.08: To discuss a possible weight restriction for farm and other vehicles using the Freston village roads. It was agreed that most of the facilities could be accessed via fields. The clerk would contact Highways in the first instance to see if such a restriction could be imposed.</p> <p>6.09: To discuss Freston Crossroads and measures to increase safety – the clerk to try and ascertain how many accidents had taken place on that spot.</p> <p>6.10: Councillors noted the contents of the clerk’s report.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
:	<p>Finance Matters:</p> <p>7.01: To receive the RFO’s report, including the balance at the bank. A bank reconciliation, plus a projection to the end of the year had been circulated and councillors noted the contents. A budget will be prepared for the next meeting.</p> <p>7.02: It was noted that the bank reconciliation was duly checked and signed by a councillor who was not a signatory to the bank.</p>	

	<p>7.03: To appoint an Internal Auditor for the financial year 2023/2024 – the previous auditor would be contacted to see if he could carry out the audit for the current financial year and if they were unavailable, an alternative provision would need to be found.</p> <p>7.04: To consider a contribution of £75 towards the cost of the band for the Harvest Festival. Following a conversation, it was agreed not to pay this from Parish Council funds..</p> <p>7.05: To ratify the payments made since the last meeting</p> <table border="1"> <thead> <tr> <th>Inv No</th> <th>Paid to:</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>Freston Village Hall – July meeting</td> <td>£ 25.00</td> </tr> <tr> <td>12</td> <td>Community Heartbeat Trust - Defibrillator</td> <td>£ 2,832.00</td> </tr> <tr> <td>13</td> <td>Email hosting and support, IP9 IT Services</td> <td>£ 61.00</td> </tr> </tbody> </table> <p>and to authorise new payments:</p> <table border="1"> <thead> <tr> <th>Inv No</th> <th>Payable to:</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>Babergh District Council – uncontested election costs</td> <td>£ 120.85</td> </tr> <tr> <td>15</td> <td>Mrs J Hazlewood - 2nd quarter salary 1 July – 30 Sept</td> <td>£ 296.95</td> </tr> <tr> <td>16</td> <td>HMRC – PAYE – 2nd quarter ending 5th October 23</td> <td>£ 74.20</td> </tr> <tr> <td>17.</td> <td>SALC – 6 months payroll services</td> <td>£ 22.80</td> </tr> <tr> <td>18.</td> <td>Information Commissioners’ Office – annual registration (Direct Debit)</td> <td>£ 35.00</td> </tr> <tr> <td>19.</td> <td>CAS – One Suffolk Web hosting</td> <td>£ 60.00</td> </tr> <tr> <td>20.</td> <td>Annual Insurance Ansvar, via CAS - to be paid by 23.11.</td> <td>tbc</td> </tr> <tr> <td>21.</td> <td>Poppy wreath for Remembrance Sunday</td> <td>£ 25.00</td> </tr> </tbody> </table> <p>Ratification/Payment of the above, including the renewal of the annual insurance, was agreed unanimously</p>	Inv No	Paid to:	Amount	11	Freston Village Hall – July meeting	£ 25.00	12	Community Heartbeat Trust - Defibrillator	£ 2,832.00	13	Email hosting and support, IP9 IT Services	£ 61.00	Inv No	Payable to:	Amount	14	Babergh District Council – uncontested election costs	£ 120.85	15	Mrs J Hazlewood - 2 nd quarter salary 1 July – 30 Sept	£ 296.95	16	HMRC – PAYE – 2 nd quarter ending 5 th October 23	£ 74.20	17.	SALC – 6 months payroll services	£ 22.80	18.	Information Commissioners’ Office – annual registration (Direct Debit)	£ 35.00	19.	CAS – One Suffolk Web hosting	£ 60.00	20.	Annual Insurance Ansvar, via CAS - to be paid by 23.11.	tbc	21.	Poppy wreath for Remembrance Sunday	£ 25.00	
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8	<p>Planning Matters:</p> <p>DC/21/05797: Proposal: Discharge of Conditions Application for DC/21/05797 - Condition 4 (Methodology of Repairs) and 12 (Flue) Location: Tower House, Freston Park, Freston, Ipswich Suffolk IP9 1AD – this has been approved.</p> <p>DC/23/04109 Proposal: Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/12/00500 dated 18/12/2015 Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans) Location: Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk: refusal recommended due to concerns of increased traffic and in particular the effect on Freston Crossroads Councillors noted that a new planning application had been received after the Agenda The application was for a change of use of agricultural land to become a dog walking area with car parking. It was agreed that a further meeting was not necessary for this application.</p>																																								
9.	<p>Parish Councillors’ reports</p> <p>No further reports from councillors not already discussed.</p>																																								
10.	<p>To consider items to be included in the next agenda: Councillors to email the Clerk with items for the next agenda at least one week prior to the next meeting. The next Agenda to include updates on matters discussed during this meeting.</p>	Cllrs																																							
11.	<p>Dates of future Parish Council Meeting: Tuesday 16th January at 7.00 p.m. at Freston Village Hall</p>																																								

Meeting finished at 20.30 p.m.

Signed..... Chairman

These minutes were agreed to be a true record of the meeting held on 11th October 2023 and were signed by the Chairman at the meeting on 18th January 2024. The original signed copy is held in the Minute Book and can be viewed on request.