

# **Spexhall Parish Council**

**A Meeting of the Parish Council was held at the Village Hall, Spexhall on  
Thursday, January 11th 2024 at 7-30pm:**

## **Minutes:**

### **Present:**

Cllr. L. LeLean (Chair); Cllr. A. Coles (Vice-Chair); Cllr. I. Bowmer; Cllr. N. Roper and Cllr. L. Sharman:

### **Also Present:**

Paul Widdowson (Clerk):

#### **1) Apologies:**

Cllr. D. Carter and Cllr. C. Thompson gave their apologies. Councillors accepted their apologies.

County Cllr. A. Dunning and District Cllr. B. Keys-Holloway gave their apologies:

#### **2) To receive declarations of interest:**

There were no declarations of interest.

#### **3) Requests for dispensations:**

There were no requests for dispensations.

#### **4) To receive a report from the County and District Councillors:**

County Cllr. A. Dunning and District Cllr. B. Keys-Holloway both sent written reports.

#### **5) Public Session: Members of the public have fifteen minutes to ask questions on topics on the agenda.**

There were no members of the public at the meeting.

#### **6) To confirm the Minutes of the Parish Council Meeting held on November 16th 2023 and the Extra-Ordinary Parish Council Meeting on January 8<sup>th</sup> 2024.**

The Minutes of the Meeting held on November 16th 2023 were agreed.

Proposer: Cllr. N. Roper:

Seconder: Cllr. L. LeLean:

The Minutes of the Extra-Ordinary Meeting held on January 8th 2024 were agreed.

Proposer: Cllr. L. Sharman:

Seconder: Cllr. I. Bowmer:

**7) To review progress in each section of the Council Action Plan:**

It was noted that each section of the Council Action Plan - a) Road Safety, b) Communications, c) Accessibility, d) Events, e) Good Governance, f) Planning and g) Emergency Planning were all ongoing.

**8) Highways and Speeding:**

Cllr. L. Lelean said that he was transferring looking after the Sign Indicator Device (SID). to Cllr. C Thompson.

Cllr. L. Lelean reported that Holton Parish Council did not wish to buy the two SIDs they were currently using. The Clerk was asked to establish ownership and value of the two SIDs.

**9) Road Sign Cleaning:**

It was agreed to discuss Road Sign Cleaning at the next Parish Council Meeting.

**10) Planning Matters:**

There were no planning applications.

**11) Clerk's Report, Correspondence and Donations:**

The Clerk reported that he had received a list of organisations offering grants and had researched the dates for training for new councillors.

**12) Financial Report:**

**a) Balances at the Bank on December 30th 2023:**

Business Community Account	£3229-17
Business Premium Account	£3801-45

**b) Receipts and Payments:**

There were no payments or receipts.

**13) Barclays Bank Account:**

Cllr. L. Lelean reported that he had received notification and confirmation of the opening of the new interest-bearing account.

**14) Cil Money:**

Councillors discussed the areas that the Cil Money could be spent on with the suggestion of providing a bus shelter. Councillors agreed to review other options over the next few months.

**15) Policies:**

Councillors agreed to adopt the following policies:

Complaints Policy;  
Disciplinary Policy;  
Emergency Dependents Leave Policy;  
Equality and Diversity Policy;  
Expenses Policy;  
Grievance Policy;  
Maternity Policy and Pay Policy;  
Paternity Leave and Pay Policy:

Proposer: Cllr. A. Coles:                      Seconded: Cllr. N. Roper:

**16) To agree Audit Arrangements:**

It was agreed to use Suffolk Association of Local Councils (SALC) for the Internal Audit 2023-2024.

Proposer: Cllr. L. Sharman:                      Seconded: Cllr. I. Bowmer:

**17) To agree Council Risk Assessment Procedures:**

The Council Risk Assessment Procedures for 2023-2024 were agreed.

Proposer: Cllr. A. Coles:                      Seconded: Cllr. L. Sharman:

**18) To agree Council Asset Register:**

The Council Asset Register for 2023-2024 was agreed.

Proposer: Cllr. N. Roper:                      Seconded: Cllr. I. Bowmer:

**19) To decide the date and receive agenda items for the next Parish Council Meeting.**

It was agreed to hold the next Parish Council Meeting on Thursday, March 14<sup>th</sup> 2024 at 7-30pm.

**The Meeting ended at 8-42pm.**