

**The next meeting of Stradishall Parish Council will take place on Monday 6<sup>th</sup> July 2025 at 6p.m. in Café 33.**

**Members of the public are welcome to join the meeting. There will be a public session near the start of the meeting to give members of the public and opportunity to speak to councillors informally about items on the agenda. Members of the public may stay and observe the rest of the meeting but may not address the Council.**

#### **AGENDA**

1. To accept apologies and reason for absence.
2. Declaration of interest by councillors in items on the agenda and dispensation requests.
3. To approve the minutes of the Annual Meeting of the Parish Council held on Monday 11<sup>th</sup> May 2026.
4. Public session (15 minutes).
5. County Councillor's Report.
6. District Councillor's report.
7. Police issues and speeding update.
8. HERA update.
9. To receive an update on the list of actions agreed at the last meeting.
10. To discuss the following financial issues:
  - a) Approval of payments and signing of Schedule of Payments.
  - b) Approval of payments authorised between meetings.
  - c) Approval of the record of receipts and payments made since the last meeting.
  - d) Bank balances and confirmation of bank reconciliation as of 30<sup>th</sup> June 2026.
  - e) Approval of the continued use of electronic banking and BACS payments, the Council's banking arrangement with Lloyds, and the use of variable direct debit or standing order where appropriate.
  - f) Update on the inspection of council property.
  - g) VAS warranty.
  - h) New HMRC mileage rate.
11. To discuss the following planning issues:
  - a) DC/26/0877/FUL - Planning application - a. demolition of the existing shop (Class E), MOT garage (B2), canopy, pump islands and other associated structures b. new shop (Class E) with hot food takeaway unit (Sui Generis) c. installation of new pump islands, pumps and canopy d. replacement offset fillers and underground tanks e. hand car wash f. car parking, infrastructure and landscaping.
  - b) New West Suffolk Local Plan initial resident's consultation. The consultation period is from 16<sup>th</sup> June – 28<sup>th</sup> July 2026.
12. To discuss any highways/Rights of Way issues/tree/transport issues.
  - a) Update on the progress of the pedestrian crossing signs on the A143.
  - b) Registering for Suffolk County Council's ANPR scheme.
  - c) Resubmitting a request for a 30mph speed limit on the A143 near Highpoint Prison and Café 33.
  - d) The possibility of applying for a 20mph speed limit in Stradishall village.
13. To discuss the following playing field issues:
  - a) Latest monthly play inspection report.
  - b) Painting of the cricket pavilion.
14. To review the following policy documents:
  - a) Financial Regulations
  - b) Updated Standing Orders.
  - c) Scheme of Delegation.
  - d) Contact Privacy Notice.
  - e) Updated Unauthorised Encampment Policy.
  - f) Procedural policies as listed in appendix A.
  - g) Freedom of Information, data protection policies and policies for dealing with the press/media. as listed in appendix B.
  - h) Employment policies and procedures as listed in appendix C.
  - i) Other policies as listed in appendix D.
  - j) Planning documents listed in appendix E.

15. To discuss any village issues.
16. To discuss any correspondence.
  - a) Information from Phonely about the switch over to digital landlines which is due to be completed by 27<sup>th</sup> January 2027.
  - b) Letter from Kedington Parish Council about the possibility of requesting a weekend and evening bus service along the A143 to Bury St Edmunds.
  - c) Email from West Suffolk Council giving details of an application for a Street Trading Licence for a food van on the A143.
17. Any other business for noting or including on the agenda of the meeting on Monday 7<sup>th</sup> September 2026.
18. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information
  - a) To discuss staffing matters.

#### **Appendix A – Procedural policies**

- Complaints Procedure.
- Procedure for Dealing with Correspondence.
- Procedure for the Public Session.
- Co-option Policy.
- Email policy for councillors.
- Electronic Communication Policy.
- Code of Conduct
- Persistent and vexatious complaints and correspondence policy

#### **Appendix B – Freedom of Information, data protection policies and policies for dealing with the press/media.**

- Data Protection and Information Management Policy.
- Social media policy.
- Filming and Recording at Meetings Policy.
- Subject Access Request Policy.
- Procedure for Handling Requests for information
- Freedom of Information Publication Scheme

#### **Appendix C - Employment policies and procedures.**

- Equal Opportunities Policy.
- Sexual and General Harassment Policy and Procedure.
- Disciplinary and Grievance Policy

#### **Appendix D – Other policies.**

- Volunteer Policy
- Hedge Policy.

#### **Appendix E – Planning documents**

- The Role of Stradishall Parish Council in Dealing with Planning Applications
- Planning applications and how to respond.