

# Snape Parish Council

## NOTICE OF MEETING

**Members are duly summoned to attend the Meeting of the Council to be held on Tuesday 22<sup>nd</sup> July 2025 in the Village Hall at 7.00pm at which time members of the public are cordially invited to attend.**

**Consideration of Reports by the District Councillors & County Councillor**

### **Contributions by Members of the Public**

Members of the public are invited to comment on any agenda item or any other matter concerning them and/or the parish with further comment during the remainder of the meeting only being allowed at the Chair's discretion.

## AGENDA

- 1. Apologies and Approval of Absences**
- 2. Declarations of Pecuniary or Non-Pecuniary Interests by Members**
- 3. Applications for dispensation**
- 4. Approval of minutes from Parish Council meeting on the 27 May 2025.**
- 5. Matters arising from the meeting on the 27 May 2025.**
  - 7.1 Power projects – ACTION: Updates
  - 7.2 Traffic management – ACTION: Assistance regarding parking.
  - 7.3 Website Accessibility – ACTION: To place on the next agenda.
  - 7.4 20's Plenty – ACTION: Cllr McKenna to continue to monitor.
  - 7.5 Allotments – ACTION: Update from Cllr Norman/Cllr Richards.
  - 7.6 Housing needs – ACTION: Cllr Newstead to contact Hastoe for an update.
  - 7.7 Post Box – ACTION: Cllr Richards to update PC.
  - 7.8 Boardwalk – ACTION: Cllr McDonald to update the PC.
  - 7.10 Ebb & Flow – ACTION: Cllr Richards to invite representatives to join a PC meeting.
  - 7.11 Cost of grass cutting on the playing field – ACTION: Cllr Richards to write to Vertas regarding a review of the grass cutting.
  - 7.12 School Bus – ACTION: Cllr Newstead to send chasing emails to the school and the bus company.
  - 7.13 Public Transport to and from Snape – ACTION: Cllr Newstead to speak with residents to obtain information as to where they require transport to.
  - 7.14 Tour of Britain – ACTION: Cllr Rainger to apply for funding for this event.
  - 7.15 Councillor vacancies and recruitment – ACTION: Cllr Richards to draft an advert.
  - 7.16 'gov.uk' email addresses – ACTION: Clerk to contact Suffolk Cloud.

**6. Consideration of Planning Applications & Decision Notices**

**DC/25/1796/FUL – 2 The Street, Snape, IP17 1SG**

Single storey rear extension.

**Notifications**

**7. Finance**

- (a) Review and Authorisation of payments
- (b) Budget to approve allocation of funds
- (c) To note the quarterly accounts and bank reconciliation
- (d) To note the internal audit report

**8. Parish Council Business**

- (a) Alde & Ore Flood Defence – updates
- (b) To re-adopt the new model Financial Regulations, GDPR – Privacy Notice, Data retention, Data breach, Subject access policy and template.
- (c) Snape Village Hall – Cllr McKenna
- (d) Temporary distribution of responsibilities/portfolios

**9. Correspondence**

- (a) Residents – parking in the Glebes.

**10. Matters for Consideration at the Snape Parish Council Meeting on 23 September 2025**

**11. Dates of the Next Meeting**

- (a) Tuesday 26 August 2025 (urgent items only)
- (b) Tuesday 23 September 2025
- (c) Tuesday 28 October 2025 (urgent items only)

**AN IN-CAMERA COUNCIL MEETING WILL FOLLOW THIS MEETING**

**(“Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, that the public and press leave the meeting”).**

- Staff salary/hours

Marie Backhouse, Parish Clerk

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15 July 2025