

MINUTES: ANNUAL MEETING OF LAWSHALL PARISH COUNCIL

Date of meeting: Tuesday 13th May 2025
Time: 7:30pm
Venue: Village Hall
Clerk: lawshallpcclerk@outlook.com

PRESENT:	ACTION
Mark Anson (Chair), Catherine Baynton, Andy Irish, Melvin Coe, Robert Staveley, Louisa Mower 2 Members of the public	
1. APOLOGIES Noted and accepted from Juliet Frost, Stephen Plumb, Michael Holt, Richard Kemp	
2. ELECTION OF THE CHAIR AND VICE CHAIR To receive nominations for and declare the result of election of the Chair and Vice-Chair. To sign a Declaration of Acceptance of Office. MC proposed MA as Chair. Seconded by AI. AI proposed CB as Vice Chair. Seconded by RS. MA and CB accepted and signed a Declaration of Acceptance of Office. LM to return forms to BMSDC Elections.	LM
3. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting. None.	
4. MINUTES OF THE PREVIOUS MEETING To confirm the minutes of the meeting held on Tuesday 8th April 2025 are a correct record. Draft minutes detailed on the website and emailed to Councillors. Shared by MA. Proposed by MA. Seconded by MC.	
5. MATTERS ARISING To receive progress of actions from last meeting and consider any matters arising from previous meetings not covered elsewhere in the agenda. <ul style="list-style-type: none"> • Overgrown burial ground hedge AWFM Ltd £175 quote considered and accepted by email. Proposed by MA and seconded by AI. • £106 funding available in Lawshall CB has been putting together tiered playground quotes, including diverse equipment suitable for different ages. Council agreed about potential replacement of the slide with a multi-play option. Keep in contact with IT and MH about funding options in addition to the £2,000 (CIL) budgeted by Council. CB, JF, MA and LM to assist with funding application. 	CB JF MA LM

<p>6. REPORTS</p> <ul style="list-style-type: none"> To receive a report from Richard Kemp, County Councillor, circulated prior to the meeting. Shared by MA. To receive a report from Michael Holt and/or Stephen Plumb, District Councillors, circulated prior to the meeting. Shared by MA. <p>Reports to be added to Lawshall Parish Council website.</p>	LM
<p>7. UPDATES AND CORRESPONDENCE</p> <ul style="list-style-type: none"> To adopt Standing Orders. Move to June agenda. To appoint R.F.O. MA proposed LM. Seconded by AI. Information from Police Forum. Shared by MA. https://www.suffolk.police.uk/area/your-area/suffolk/sudbury-and-haverhill/sudbury-rural-north/about-us/crime-map 	LM
<p>8. FINANCE To receive a finance report, consider grant requests and authorise payments.</p> <ul style="list-style-type: none"> Business account (CIL and Reserves): £21,022.28 Community (Operating) account: £8,294.74 (includes Precept) MA. £2,050.00 balancing transfer at year end to achieve this usage. <p>INVOICES PAID</p> <ul style="list-style-type: none"> HMRC for Employers' PAYE and National Insurance: £14.55 (Direct Debit 22/4/25) <p>INVOICES TO BE PAID</p> <ul style="list-style-type: none"> Clerk salary for the month of April: £617.76 AWFM Ltd for monthly grounds maintenance at play area and burial ground (24/4/25): £184.13 (CIL) Steve Dyer Landbased Services for cuts of Walcher's Meadow on 7/4/25 and 25/4/25: £150 (CIL) <p>Payments proposed by AI. MC seconded. LM and MA to action.</p>	LM, MA
<p>9. PLANNING To consider planning applications and appeals.</p> <ul style="list-style-type: none"> PLANNING PERMISSION GRANTED DC/25/00854 Proposal: Application to vary Condition 2 (Approved Plans and Documents) and Condition 4 (Operating Hours). Erection of workshop building. Location: Land at Corner Farm, Lawshall Road. 	

