

SEMER PARISH COUNCIL

The Councillors of Semer Parish Council are summoned to the Council meeting to be held at Semer Village Hall on Thursday 20th March 2025 to commence at 7.00pm.

Members of the public are welcome to attend this meeting and raise any issues or concerns in the Public Forum.

The Council, members of the public and press may record, film, photograph or broadcast this meeting when the public and press are not lawfully excluded.

AGENDA

1. Chair's welcome including the statement for the reporting at meetings of the council
2. Apologies for absence: Council to receive and approve the verified apologies for absence.
3. Code of Conduct and Declaration of member's interests:
 - i. To receive declarations of registrable interests, other and non-registerable interests as detailed in Appendix B of the Local Code of Conduct.
 - ii. To receive notification of gifts or hospitality exceeding £50.
4. Minutes of meetings:
 - i. to approve the minutes of the council meeting of 16th January 2025 and to give authority to the Chair to sign the minutes in accordance with legislation.
5. Public Forum:
 - i. To receive a report from County Cllr. Robert Lindsay.
 - ii. To receive a report from District Cllr. Leigh Jamieson
 - iii. To receive comments from the public on the agenda as published or concerning Semer.
6. Parish Matters: to receive an update on items raised at previous meetings:
 - i. A1141 speed limit change – Suffolk County Council (Parishes of Hadleigh, Semer and Kersey) (Stone Street) (A1141) (Union Hill (A1141) (30mph and 40mph Speed Limit and Revocation) Order 202 – to receive an update on this project, including timeframes.
 - ii. A1141 Union Hill, Semer – to note action taken by Suffolk County Council with regards to overgrown vegetation.
7. Statutory Business:
 - i. Ministry of Housing, Communities & Local Government – council to consider whether it wishes to formulate a response to the [consultation on proposals to create a Mayoral Combined County Authority across Norfolk and Suffolk](#). The deadline is 13th April 2025.
 - ii. To review and adopt the Council's Financial Risk Assessment for the year ending 31st March 2025 (*Paper entitled Financial Risk Assessment 2024-2025*)
 - iii. To review and adopt the Council's Internal Control Statement for the year ending 31st March 2025 (*Paper entitled Internal Control 2024-2025*).
 - iv. To review and approve the Asset Register for the year ending 31st March 2025 – (*Paper entitled Asset Register 2024-2025*).
 - v. To review and adopt the revised Standing Orders 2025 – [revised document](#)
 - vi. To review and adopt the revised Financial Regulations 2025 – [new document](#)

8. Planning:

- i. To note the following planning application:
DC/25/00792 - Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a Planning Condition Town and Country Planning Act 1990 (as amended) - Use of building as a dwellinghouse (Class C3) and associated residential land. Location: Woodlands, Ropers Green, Semer
- ii. To note commentary made by the council in relation to the following applications received from the local planning authority:
DC/24/05549 – Householder Application - Erection of single-storey side extension. Location: Westonia, Watsons Hill, Semer – council had made no comment on this application.
- iii. BMSDC – to receive commentary on the Babergh and Mid Suffolk Joint Local Plan Update.
- iv. BMSDC – [to note the adoption of the Babergh and Mid Suffolk District Council's Joint Local Development Scheme – March 2025](#)
- v. Neighbourhood Planning – council to consider whether there might be benefits in completing a Neighbourhood Plan for Semer (stand-alone) or in conjunction with neighbouring parishes.

9. Financial Report:

- i. To consider and approve the following items for payment:
 - Clerk's Hours to date including payment of insurance premium – £416.48
- ii. To retrospectively approve payment of the following items:
 - HMRC – PAYE to 5 January 2025 - £95.40 paid 23.01.25
- iii. To note receipt of the following monies:
 - Eastern Power Networks – Wayleave Cricket Pitch - £4.60
- iv. To note the bank balances to date and consider the financial position as at 13th March 2025
- v. To consider and review the actual versus budget for the period to date
- vi. GDPR/Data Protection Fee 2018 – to note the increase to the annual data protection fee – increase from £40.00 to £52.00, reduce to £47 as council will pay the fee by direct debit.

10. Councillor Reports:

- i. To receive urgent matters of concern.

11. Correspondence:

- i. SALC – to note that SALC has produced [a blog page](#) with dedicated information on the Devolution White Paper and Suffolk County Council's communications on this matter.
- ii. Hadleigh Neighbourhood Plan (BDC) – [to note the adoption of the Hadleigh Neighbourhood Plan 2023-2037](#)
- iii. BMSDC – Town and Parish Updates – [to receive the monthly report of March 2025](#)
- iv. SALC – News Bulletins – to confirm receipt of the news bulleting via email.
- v. To receive matters of interest not requiring a direct response

12. Date of next meetings:

- i. To approve the dates for the financial year 2025-2026.

Victoria S Waples
Clerk & Proper Officer to the Council
14.03.2025

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