

# MELLIS PARISH COUNCIL

Clerk: Ms Jane Challis  
75 Shelfanger Road  
Diss, IP22 4EH  
Tel: 07796 410694  
Email: mellisparishcouncil@gmail.com

## FINAL MINUTES OF THE PARISH COUNCIL EXTRAORDINARY MEETING HELD ON THURSDAY 9<sup>th</sup> DECEMBER 2021 @ 6:30PM MELLIS MEMORIAL HALL

**Present:** Cllr L Read, Cllr S Barr, Cllr A Cross, Cllr G Paterson  
Clerk – J Challis

**Apologies:** None

### **1 Chair's welcome and to consider and approve apologies for absence**

Cllr Read welcomed everyone to the meeting.

### **2 To receive Declarations of Interest on agenda items**

None received.

### **3 To consider requests for Dispensations on agenda items**

None requested.

### **4 To resolve the draft minutes of the Parish Council meeting held on Thursday 28<sup>th</sup> October 2021 are a true and correct record.**

The minutes for 28<sup>th</sup> October 2021 were approved with one abstention (Councillor not present at meeting).

### **5 Public Participation Session (10 minutes set aside)**

No members of the public present.

### **6 Planning**

- **DC/21/06434– Bullocks Farm Barn, Earlsford Road, Mellis, IP23 8DY**

After discussing councillors agreed that they had no objection to this planning application.

- **B&MSDC Draft Housing Land Supply Position Statement Consultation**

The Clerk advised the deadline for this consultation is 17<sup>th</sup> December 2021 and asked Councillors to forward any comments they would like added before that date.

#### **ACTION**

- **DC/21/06434 - Clerk to add no objection comment to planning portal**
- **B&MSDC Draft Housing Land Supply Position Statement Consultation – Cllrs to forward any comments to Clerk by 17<sup>th</sup> December 2021**

## **7 Budget 2022/23**

The Draft Budget 2022/23 was prepared by the Clerk and sent to Councillors prior to the meeting, with a Summary of Reserves to date.

After discussing at length Cllr Cross proposed approving the Draft Budget 2022/23 and Summary of Reserves. Seconded by Cllr Paterson and approved unanimously.

## **8 Finance**

### **i) Confirmation of Barclays bank account balance**

The Barclays bank account balance of 24<sup>th</sup> November 2021 £36,292.94.

### **ii) Review and authorisation of payments presented:**

Admin payment (Clerk Nov) - £289.75  
Expenses (Clerk mileage Sept & Oct) - £10.26  
Suffolk Cloud (domain name) - £15.00  
Admin payment (Clerk Dec) - £244.00  
Expenses (Clerk mileage Nov) - £5.13  
Mellis Memorial Hall hire - £105.00  
JC's Cleaning Services - £18.00

Agreed unanimously

Cllr Barr noted that the Clerk had not been paid in November due to the meeting being unable to go ahead, and suggested setting up a recurring payment for the Clerk's basic hours each month. To be an agenda item in January.

**ACTION - Cllr Read and Cllr Barr to pay agreed payments via online banking (dual authorisation)**

## **9 The date of the next Meeting will be Thursday 20<sup>th</sup> January 2021 at 6:30pm Mellis Memorial Hall.**

Meeting closed at 8:17pm

