

ONEHOUSE PARISH COUNCIL

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You are hereby summoned to attend a meeting of Onehouse Parish Council convened by the Chair and to be held in Trinity Hall, Onehouse on Monday 13 October 2025 at 7.30 p.m.

The agenda is:-

1. Apologies for absence.

2. To confirm and approve the minutes of the meeting on 8 September 2025.

3. To receive members Declarations of Interest on agenda items and to consider any dispensation requests from councillors.

4. Public comment.

5. Report from County Cllr Otton.

6. Report from District Cllr Matthissen

7. Planning Matters

a) To discuss and make recommendation to MSDC on any applications received prior to this meeting.

b) To receive MSDC decisions on previously considered applications:
SCC/0058/25MS – Stowmarket High School, Onehouse Road, Stowmarket, IP14 1QR – Approved.

8. Finances

To ratify the following payments

a) £1378.45 - Mrs V Swansborough, September 25 Clerk's Salary

b) £459.00 – Zurich, Annual Insurance Renewal

To approve payment of the following invoices

c) £180.00 – LR Chaplin T/as Greener Gardens, Grass Cutting

d) £1071.70 – Rachel Leggett, Neighbourhood Plan Stage One

e) £211.70 – Emma Harrison, Neighbourhood Plan Stage One

f) £634.20 – Compass Point, Neighbourhood Plan Stage One

g) £227.00 – All Wired Up, Installation of new defibrillator

h) £510.00 – Gipping Press, OHSMag Printing October 25

i) £57.60 – SALC, Payroll Services Apr 25- Sept 25

j) £25.00 – Suffolk Cloud, Transfer of OHSMag mailbox to new email a/c

k) £378.00 – PKF, External Audit 2024-25

l) Any additional invoices received since agenda produced

To receive monthly financial report from the Clerk.

To review external auditors report for 2024-25 and consider any necessary action.

To consider request from Clerk for additional hours to be paid.

- 9. To discuss the purchase of marquee/gazebo and take any necessary action.**
- 10. To receive an update on the additional defibrillator and take any necessary action.**
- 11. To receive an update on the cementing of benches/picnic table and take any necessary action.**
- 12. To receive an update on the Rural Caravan and take any necessary action.**
- 13. To receive an update on Neighbourhood Plan, including feedback from those who attended the workshop on 10th September, agree the terms of reference for the working group and take any necessary action.**
- 14. To receive an update on the Community Emergency Plan, including agreeing members of a working group, and take any necessary action.**
- 15. To receive an update on additional dog waste bins and take any necessary action.**
- 16. To receive an update on complaints received regarding the renaming of Church Walk and take any necessary action.**
- 17. To review and adopt the IT and Email Policy.**
- 18. To receive an update on any events and take any necessary action.**
- 19. To receive an update on changes to the entrance to Paupers Grave to improve accessibility and take any necessary action.**
- 20. To receive an update on the Paupers Graves and take any necessary Action, including considering funding for a replacement mower.**
- 21. To discuss any action necessary regarding the Forest Road to Chilton Leys Footpath.**
- 22. To receive an update on the replacement of the Onehouse sign.**
- 23. Environmental issues, including the flower barrels. Discuss and take any necessary action.**
- 24. To discuss development of land around the parish, including an update on the SHELF project, and take any necessary action.**
- 25. To receive an update on email migration and discuss the Onehouse website, and take any necessary action.**
- 26. To discuss OHSMag and Onehouse Facebook page and take any necessary action.**

27. To receive correspondence/communications and to deal with any matters.

28. To receive reports.

a) Report from the Clerk

29. Questions to the Chair.

30. Items for next agenda.

31. To confirm date and time of the next Parish Council Meeting.

6th October 2025

...***Mrs V J Swansborough***.....

Clerk to Onehouse Parish Council

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