



Minutes of the Parish Council Meeting

held on Wednesday 17TH May 2023 at 7.00pm in the Church Hall on Church Lane

Following the Annual Parish Meeting

Present: Cllr R Hamill (Chair), Cllr A Fisher, Cllr T Gooch-Taylor Balls, Cllr June Goodenough, Cllr A Goodenough, Cllr L Doyle

Also in attendance: Sqn Ldr A Bell, D/Cllr D Waldon, D/Cllr M Bradshaw, Sharon Vale, Parish Clerk and two members of the public

31. Nomination for and Election of Chair inc. signing of the Declaration of Acceptance of Office for the position. Cllr R Hamill was elected as Chair for 2023/2024 and the Declaration of Acceptance was completed and signed following a unanimous vote on a proposal by Cllr A Fisher.

32. Nomination for and Election of Vice-Chair inc. signing of the Declaration of Office for the position. Cllr A Fisher was elected as Vice Chair for 2023/2024 and the Declaration of Acceptance was completed and signed following a unanimous vote on a proposal by Cllr M Peachey.

33. Apologies for acceptance and absence. D/Cllr C Noble

34. Council to note that, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed as the Council's Responsible Financial Officer for the Council as part of her contract of employment.

35. To receive member's declaration of interest and dispensations relating to items in this agenda. In accordance with Section 31 of the Localism Act 2011, members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests, and non-pecuniary interest in **any items(s) on the agenda.** None.

36. Public Participation (10 minutes in total)

- (a) Member of the public raised concerns regarding the tree over the river by the Staunch. Clerk to contact Environmental Health.
- (b) The issue re the digging out of the grips on the West Row to Freckenham Road, Chapel Road, Pott Hall Road and Mildenhall Road was raised again. Clerk to chase Suffolk Highways.

37. Approval of Minutes

- (a) The minutes of the meeting held on the 19th April 2023 were proposed and agreed as a true record of the meeting held.



38. External Reports

- (a) D/Cllr Colin Noble – Suffolk County Council – Non-attendance and no report submitted.
- (b) D/Cllr Don Waldron – West Suffolk Council. D/Cllr D Waldron said he looked forward to working with us over the next four years. D/Cllr D Waldron then introduced D/Cllr M Bradshaw
- (c) D/Cllr Mick Bradshaw – West Suffolk Council. D/Cllr M Bradshaw said he looked forward to supporting the Parish Council in the future.
- (d) Sqn Ldr Andy Bell – RAF Mildenhall. Please see Appendix A for the full report.

39. Planning

- (a) Planning application – variation of condition 1 of DC/22/0749/VAR – Land East of Beeches Road, Beeches Road, West Row. It was proposed and agreed that the Parish Council had no objections to the application.
- (b) Householder planning application – a. two storey side extension b. rear elevation door replaced with French doors. 146 Ferry Lane, West Row IP28 8PT. It was proposed and agreed that the Parish Council had no objections to the application once clarification has been received regarding the parking spaces.
- (c) Application for listed building consent – replacement roof joists, felt roof and tiles. 21 Beeches Road, West Row IP28 8NP. It was proposed and agreed that the Parish Council had no objections to the application once clarification received that the work undertaken meets the requirements of a Grade 2 listed building.

40. Matters Relating to Governance

- (a) Review of Standing Orders (last readopted June 2022). The Standing Orders for 2023/2024 were reviewed, and it was agreed that no amendments were required.
- (b) Review of Financial Regulations (last readopted June 2022). The Financial Regulations for 2023/2024 were reviewed, and it was agreed that no amendments were required.

41. Financial Matters

- (a) To receive and note the Annual Internal Audit Report. Reviewed by the Parish Council and adopted in full.
- (b) To consider, approve and sign the Effectiveness of Internal Audit. The Effectiveness of Internal Audit for 2023/2024 was reviewed, and it was agreed that no amendments were required.
- (c) To consider, approve and sign the Annual Financial Risk Assessment. The Annual Financial Risk Assessment for 2023/2024 was reviewed, and it was agreed to add an amount of up to £2,500.00 to the Contracts section.
- (d) To consider, approve and sign the Annual Governance Statement (Section 1) 2022/23. The Annual Governance Statement 2022/2023, Section 1 was approved and signed.
- (e) To consider, approve and sign the Accounting Statements (Section 2) 2022/23. The Accounting Statement for 2022/2023, Section 2 was approved and signed.



- (f) To note that the RFO (Clerk) has set the period for the Public Rights of Unaudited Annual Governance and Accountability Return.
- (g) Approval of Accounts – Payments – 1st to 31st May 2023. It was unanimously Resolved to Accept the payment.
- (h) Approval of April 2023 Bank Reconciliation was Received.
- (i) Approval of April 2023 Deposit Account was Received.

42. Matters Relating to Street Furniture/Amenity Provision

- (a) Update on Footpaths/Bridleway Projects – Route from Friday Street to Playing Fields. As the landowner (Mildenhall Parish Charities) is now not willing to sign the footpath agreement, Cllr M Peachey thinks it will be better to pursue getting the path recorded through a DMMO application. Ongoing.
- (b) Report on Speed Indicator Device Findings – Results are stable. Mildenhall Road SID is now back up and running.
- (c) Update on Footpath 30 (eroded riverbank) along river at bottom of The Gravel – SCC have received quotes for the work to be undertaken, but this is all very expensive. SCC are now looking at a crew of volunteers to maintain that part of the riverbank. Defer to end of year.
- (d) Update on Footpath for Cricks Road into Church Road – Cllr M Peachey informed us that funding has been approved for the tarmac, thanks to D/Cllr C Noble. Hopefully this will be undertaken by the end of the Summer.
- (e) SCC Development – Cllr M Peachey, Cllr R Hamill, Cllr A Fisher and Sharon Vale, Clerk attending a meeting with Lovells the builders who are in a joint venture with SCC. Plans have yet to be finalised.
- (f) Update on Storage Facilities - Defer
- (g) Blue Plaques – Defer until 2024
- (h) Shop Drove Footpath – Clerk to chase Suffolk Highways.
- (i) Building site at the entrance to Pott Hall Road – Clerk to chase Environmental Planning.
- (j) Spare Bench – Along the riverbank by Park Farm. Clerk to contact Mark Harrison, Park Farm, The Gravel, West Row.
- (k) Safety Mirror – Junction of Eldo Road/Ferry Lane/Bargate Road - Close
- (l) New Cemetery – Last water table measured, and all data collated. Cllr M Peachey to oversee planning application. Proposal to authorise £5K towards planning costs. Cllr A Fisher proposed, and Cllr J Goodenough seconded.
- (m) Verges on Cycle Path – R H Landscapes have been along and trimmed back the verges. Close Clerk to find out the grass cutting schedule from SCC.

43. Other Working Party Updates/Reports

- (a) Update on the Echo/Parish Magazine - Invite Helen Webber to come along and give an update at the next Parish meeting when she's available.
- (b) Update on Neighbourhood Plan – Awaiting the draft Design Guide. Once received, we will organise a drop-in feedback event where we can relay the key messages from the survey, and outline what the Plan will cover. Hoping to get the draft Plan to the PC in August, so that we can start the 6-week consultation in September.



- (c) Warm Places Update – Expenses presented to Council. Clerk and Cllr J Goodenough to contact other members of the public to see if they would like to attend the fish and chip lunch.
- (d) 100 Club Update – Find ways of promoting this further.

44. Allotment Matters

The bench has been put in place on John Smith's old allotment. Clerk to source two plaques for the bench in memory of John Smith and Arthur Aves. Cllr A Goodenough trying to purchase two picnic benches. We were also advised that 18 tonnes of plannings will be delivered to the allotments on Saturday 20th May. Cllr A Goodenough to find out when the boreholes will be undertaken.

45. Events

- (a) Coronation – Event went well. £209 was raised for the Parish Fund.
- (b) 80th Anniversary End of WWII 2025. Working group to be set up.
- (c) Annual Parish Meeting Wednesday 31st May 2023 in the Church Hall at 7:00pm.

46. Chair and Councillors' Reports/Suggestions (on the night)

- (a) Cllr R Hamill has been asked to reach out to the community to try and establish a youth group.
- (b) Clerk to check when the contract with R H Landscapes comes up for renewal.
- (c) Cllr A Goodenough reported that the dog sign at Bargate has been removed and will be replaced.
- (d) Cllr A Goodenough was very upset by the rumours going around the village stating that he was being paid for the work he does for the Parish, and that the Parish had bought him the equipment to do so.

47. Correspondence and Exchange of Additional Information (at the discretion of the Chair)

48. Date of next meeting

To confirm the date of the next meeting, scheduled for Wednesday 21st June 2023.

Cllr R Hamill
Chair

21st June 2023