



## **NOTICE OF PARISH COUNCIL MEETING**

### **TO: Parish Councillors of West Row Parish Council**

You are duly summoned to attend the next meeting of West Row Parish Council to be held on Wednesday 17<sup>th</sup> September 2025 at 7:00 pm at West Row Outdoor Bowls Club, Beeches Road, West Row IP28 8NY.

### **Public Attendance**

Members of the public and press are welcome to attend. At Item 4, the public will be invited to give their views or questions to the Parish Council on issues on the agenda or raise issues for consideration for inclusion at future meetings. Members of the public who do not wish to attend in person may submit written representation on issues to be covered in the agenda, or items in general which will be noted for further consideration. This item will generally be limited to 10 minutes duration and will be followed by any County/District Councillors', RAF Mildenhall and Police reports.

### **The Openness of Local Government Bodies Regulations 2014**

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**

### **WELCOME**

- 1. Apologies for acceptance and absence.**
- 2. 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.**
- 3. To resolve that the minutes of the meetings of the council held on Wednesday 20<sup>th</sup> August 2025 are a true and correct record (Paper A).**
- 4. Public Participation session to include District, County Councillors, RAF Mildenhall and Police reports, plus representation from electors of the Parish.**
  - a. County Councillor Colin Noble – Suffolk County Council
  - b. District Councillor Don Waldron – West Suffolk Council
  - c. Squadron Leader Owen Crossby – RAF Mildenhall (15<sup>th</sup> September 2025)
  - d. PC Scott Cameron – Community Police Officer



## **5. Planning Matters**

- a. Planning application – variation of condition 1 of DC/24/0729/RM to allow for amended plan for a. submission of details under outline planning permission DC/22/1926/OUT the means of access, appearance, landscaping, layout and scale of nine dwellings b. including details reserved by condition 3 of DC/22/1926/OUT (materials, refuse and recycling bins, soft landscaping, roads and footpaths, parking, cycle storage). Land off Mildenhall Road, West Row **(Paper B)**.

## **6. Matters Relating to Governance**

## **7. Financial Matters**

To receive the following information and to approve payments.

- a. Approval and Authorisation of Payments for September 2025 **(Paper C)**.
- b. Approval of August 2025 Bank Reconciliation **(Paper D)**.
- c. Approval of August 2025 Current/Deposit Account **(Paper E)**.

## **8. Parish Keeper**

A Parish Keeper is someone the parish council seeks to employ in order to maintain the village's footpaths, hedges, grass cutting etc., and ensure the general upkeep of community areas. Please see attached Job Description **(Paper F)**.

## **9. Matters Relating to Street Furniture/Amenity Provision**

- a. Report on Speed Indicator Device Findings **(Paper G)**.
- b. Update on Footpath 30 (eroded riverbank) along river at bottom of The Gravel.
- c. SCC Development.
- d. Building site at the entrance to Pott Hall Road.
- e. New Cemetery.
- f. Pott Hall Road.
- g. Village Working Party.
- h. Community Road Safety
- i. Harvest Festival 5<sup>th</sup> October 2025 – Judes Ferry.

## **10. Other Working Party Updates/Reports**

- a. Update on the Echo/Parish Magazine.
- b. Update on Neighbourhood Plan.



- c. Warm Places/Expenses Update. **(Paper H)**.
- d. 100 Club Update.

## **11. Allotment Matters**

## **12. Events**

- a. Litter Pick – Saturday 4<sup>th</sup> October 2025 – 10:00 to 12:00.
- b. Remembrance Service 2025. Sunday 9<sup>th</sup> November 2025 at 10:30am and Tuesday 11<sup>th</sup> November 2025 at 10:50am.
- c. Christmas 2025.
- d. Easter 2026.
- e. Flower/Vegetable Show 2026.
- f. Parish Council Surgeries. This is an opportunity for residents to raise any issues or concerns they may have pertaining to the area where they live. Surgeries will be held every third Saturday of the month.

## **13. Chair and Councillors' Reports/Suggestions (on the night)**

## **14. Correspondence and Exchange of Additional Information (at the discretion of the Chair)**

## **15. Date of next meeting**

To confirm the date of the next meeting, scheduled for Wednesday 15<sup>th</sup> October 2025.

*S Vale*

Sharon Vale  
Clerk to the Council

11<sup>th</sup> September 2025