



Minutes of the Parish Council Meeting

held on Wednesday 17th April 2024 at 7.00pm in St Peter's Church Hall, Church Lane, West Row IP28 8PD

Present: Cllr A Fisher, Cllr June Goodenough, Cllr A Goodenough, Cllr M Connery, Cllr T Gooch-Taylor Balls and Cllr S Knight.

Also in attendance: Sharon Vale, Parish Clerk

The Chair opened the meeting at 7:00pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

202. Apologies for acceptance and absence. Cllr M Peachey, D/Cllr C Noble, Cllr M Bradshaw, D/Cllr D Waldron, Sqn Ldr A Bell, Cllr R Hamill and Cllr L Baker.

203. 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.

204. Approval of Minutes

- (a) The minutes of the meeting held on the 20th March 2024 were proposed and agreed as a true record of the meeting held.

205. Public Participation (10 minutes in total)

206. External Reports

- (a) D/Cllr Colin Noble – Suffolk County Council – Non-attendance and no report submitted.
(b) D/Cllr Don Waldron – West Suffolk Council – Non-attendance and report submitted. WSC Enforcement Officer visited the Pott Hall Road site last week and saw that nothing had changed. The options are to proceed with court proceedings, and or WSC clearing the site. Ongoing.
(c) D/Cllr Mick Bradshaw – West Suffolk Council. Non-attendance and no report submitted.
(d) Sqn Ldr Andy Bell – RAF Mildenhall. Non-attendance and no report submitted.
(e) PC Andrew Green – Community Police Officer. Nothing to report.

207. Planning

- (a) **DC/24/0434/HH** – Household planning application – single storey front extension (following demolition of car port). 8 Church Gardens, West Row IP28 8PG. It was voted to support this planning application.



208. Matters Relating to Governance

- (a) The Internal Control document for Year Ending 31st March 2024 was received and reviewed by council members ahead of the meeting. Chair and the Clerk signed the internal control during the meeting. The minute reference was noted.
- (b) Council members resolved to adopt the reviewed Risk Assessment & Management Policy.
- (c) Council members resolved to adopt the reviewed Asset Register.

209. Financial Matters

- (a) Approval of Accounts – Payments – 1st to 30th April 2024. It was unanimously Resolved to Accept the payments.
- (b) Approval of March 2024 Bank Reconciliation was Received.
- (c) Approval of March 2024 Deposit Account was Received.
- (d) Approval Quarter 4 Accounts was Received.
- (e) Approval of Quarter 4 Payments of £500 was Received.
- (f) Approval of Quarter 4 Budget Comparison was Received.
- (g) Approval of 23/24 VAT Return was Received.
- (h) Approval of Year End Bank Reconciliation was Received.
- (i) Approval of Grant Application Form from the Bowls Club for the D-Day 80 Celebrations was Received.

210. Matters Relating to Street Furniture/Amenity Provision

- (a) Report on Speed Indicator Device Findings – Results remain consistent. However, there were one or two incidents where very high speeds on Hurdle Drove and Pott Hall Road were noted.
- (b) Update on Footpath 30 (eroded riverbank) along river at bottom of The Gravel – Nothing to report.
- (c) SCC Development – Cllr M Peachey has spoken with Lovells who advise that due to various consultee feedback, they are having to amend their plans. They are having to make amendments to satisfy SCC Highways and the bin collections team. Once a revised plan has been finalised, they will share with WRPC.
- (d) Update on Storage Facility – After checking out the container at the Village Hall, we found the container was not suitable for our needs. The Bowls Club have offered the use of the old club pavilion for our storage and monthly meetings at a cost of £1,500.00 per year. Council approved and supported. Awaiting further feedback from the Bowls Club.
- (e) Blue Plaques – Close.
- (f) Shop Drove Footpath – Ongoing.
- (g) Building site at the entrance to Pott Hall Road – See above report from D/Cllr D Waldron.
- (h) New Cemetery – WRPC are required to submit some further information to WSC on a few points for their approval. Cllr M Peachey has received the Biodiversity Enhancement Strategy from our Ecologist, which has enabled him to start work on the planting plans. The



information regarding the proposed gates has been compiled. Regarding the archaeological conditions, Cllr M Peachey reached out to 5 companies, 4 of which provided quotes. The best quote was accepted, and a draft Written Scheme of Investigation has been produced and sent to SCC Archaeology for their review. (This is the plan of how they are going to do the archaeological dig/survey.) Cllr M Peachey is hoping that an application to WSC requesting the discharge of the conditions for all these points can be submitted by the end of the month. We are still awaiting further guidance from SCC regarding the land transfer; however, Cllr M Peachey has chased them up.

- (i) Community Assets – Village Hall, Bowls Club & Amenities. WRVHF have agreed to proceed with the village hall becoming a community asset. Awaiting paperwork from WRVHF.
- (j) Additional defibrillators at the end of Eldo Road, and one by the Coffee shop. Ongoing.
- (k) Bridleway to Mildenhall. Wamil Hall path wording. Ongoing.
- (l) Streetlight Electricity Supplier – Changeover. Quotation finally received from SSE which was a lot cheaper than our current supplier. Council approved and supported to change supplier.
- (m) Banners for Notice Board opposite Plantation Farm – Ongoing.

211. Other Working Party Updates/Reports

- (a) Update on the Echo/Parish Magazine – Magazine going to print.
- (b) Update on Neighbourhood Plan – Cllr M Peachey reviewed the Draft Green Spaces report and provided some feedback to Ian Poole. Some of the areas identified did not meet the required standards for inclusion, a few more were questionable, and Ian Poole is awaiting further guidance himself based on another plan he is working on. Several spaces are suitable though and overall, Cllr M Peachey was content with the report which will be incorporated into the draft plan. We are now waiting on the Key Views report.
- (c) Warm Places Update – next fish and chip lunch arranged for Friday 26th April 2024.
- (d) 100 Club Update – Draw has taken place, and the winning number was 144 Liz & John Walter.

212. Allotment Matters

Waiting for an additional borehole to be dug.

213. Events

- (a) Joan Mann Special Sports Day 9th May 2024 from 09:30 to 14:00 – RAF Mildenhall.
- (b) Village Knitting. Poppies for Remembrance Sunday.
- (c) 80th Anniversary End of WWII 2025. Working group to be set up next month.
- (d) D-Day 80 – 6th June 2024 - 9am raising of the 'Flag of Peace'; 9pm Tribute will be read and laying of the wreath, which will then be moved to the Memorial on the Church Green. 9:15pm lighting of the beacon. Pop up museum will be at the Bowls Club from Thursday 6th to Saturday 8th. Saturday evening of the 8th June live music by the Knightingales at the Bowls Club.



- (e) RAF Mildenhall 90th Birthday – Next meeting to take place at the Beck Row Parish Hub on Tuesday 23rd April 2024 – 11:00 to 12:00pm. Cllr A Fisher and the Clerk will attend.
- (f) Family Fun Afternoon 14th September 2024 – Village Hall. List received from the Village Hall with things that need to be done by WRPC.

214. Statutory Business

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

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

217. Date of next meeting

To confirm the date of the next meeting, scheduled for Wednesday 15th May 2024.

Cllr A Fisher
Chair

15th May 2024

Meeting closed at 8:30pm