

# Flempton cum Hengrave Parish Council

Chair: Cllr. Janet Davies

Clerk: Vacant | [clerk@flemptoncumhengraveparish.gov.uk](mailto:clerk@flemptoncumhengraveparish.gov.uk) [www.flemptoncumhengravepc.org.uk](http://www.flemptoncumhengravepc.org.uk)

NOTICE IS HEREBY GIVEN, that all members of the Parish Council are hereby summoned to attend the next meeting of Flempton cum Hengrave Parish Council on Monday 13th January 2025 commencing at 18:30 at Brookes School, Flempton Road, IP28 6QJ.

The Council, members of the public and press are welcome to attend and may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Members of the public will be invited to give their views/ question to the Parish Council on issues on the agenda or raise issues for consideration or inclusion at future meetings during the open public session before the meeting, this will be limited to 15 minutes duration but may be extended at the discretion of the Chairman.

To view associated papers/information please use the following web link:  
[www.flemptoncumhengravepc.org.uk/parish-council/agendas-and-minutes/](http://www.flemptoncumhengravepc.org.uk/parish-council/agendas-and-minutes/)

## Agenda Items

1. Chairman's welcome, opening remarks and to receive apologies for absence
2. (i) To receive members Declarations of Interests.  
(ii) Council to consider any new written requests for dispensation and/or requests which have been received.
3. To approve & adopt two sets of minutes from the Council meeting held on 11<sup>th</sup> November 2024.
4. To receive County Councillor's report from Cllr. Rebecca Hopfensperger.
5. To receive District Councillor's report from Cllr. Susan Glossop.
6. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the villages
7. To receive updates from Councillors on the following matters:
  - a. Resignation of Clerk and recruitment plans: Cllr Davies/Cllr Hudson
  - b. Church meeting update: Cllr Davies
  - c. Parking at The Links: Cllr Davies
  - d. Bury Road fire damaged properties: Cllr Bambury
  - e. Mill Road fire damaged properties: Cllr Bambury
  - f. Pruning of trees on The Green due Jan 16<sup>th</sup>: Cllr Hudson
  - g. Entrance gates to villages: Cllr Davies
  - h. Hengrave Hall overhanging trees. Cllr Davies
  - i. Bus stop, signs and timetables: Cllr Bambury
  - j. Village newsletter/update: Cllr Borrow/Cllr Davies
  - k. Repairs to time capsule on The Green: Cllr Davies
  - l. Councillor/Council vacancies: Cllr Davies
  - m. Notice & information board on The Green. Cllr Hudson
  - n. CityFibre Wayleave agreement and works. Cllr Hudson
8. Clerks report: To be covered as part of replacing the previous Clerk.
9. Finance update
  - i. To consider and approve payment of the following accounts and outstanding invoices:

| Payee & details                  | Total    |
|----------------------------------|----------|
| Final pay – Justin Hook          | £672.40  |
| Final tax HMRC                   | £115.20  |
| Email hosting invoice            | £326.64  |
| Key cutting, David Hudson        | £16.00   |
| Suffolk Cloud website hosting    | £120.00  |
| SC Brown repair for time capsule | £120.00  |
| Total Payments                   | £1370.24 |

- ii. To receive bank balances correct to [31st December] (unless stated otherwise)

|         |            |
|---------|------------|
| Current | £969.39    |
| Savings | £20,422.63 |
| Total   | £21,392.02 |
|         |            |

iii. Council to approve bank reconciliation for [November/December 2024]

10. 2025/26 budget and precept

Precept form of £10,500 prepared by the Clerk was submitted by the Chairman and confirmed as received by Michelle Rolls, West Suffolk Council.

11. Internal Audit 2024/25

Council to note previous Clerk has instructed Vicky Waples as Internal Auditor, cost circa £260, plus mileage as agreed at previous meeting.

12. Planning

Council to discuss the following planning applications:

6, The Green, Flempton, single storey rear extension

DC/24/1747/FUL

DC/24/1747/LB

13. Insurance update on volunteering cover and use of power tools. Cllr Davies

14. Flempton Pool Meadow to Flempton Bridge path creation - Cllr Hudson

Council to discuss proposal to create a footpath linking Flempton Pool Meadow to Flempton Bridge. Works quoted at £1225.

15. VAS equipment

Cllr Hudson to report on solar panel for Flempton VAS to avoid the need for battery changes.

16. War Memorial / Remembrance Garden

Update on proposal to improve the War Memorial area, creating a Remembrance Garden, with a bench, potential planting and the replacement of the metal cross on the War Memorial with a new stone cross. Potential cost £3-£4k.

17. Accreditation

Status update on Council to consider working towards an accreditation with the Local Councils Award Scheme by NALC.

18. Civility & Respect Pledge

Status update on Council to discuss working towards adopting the Civility & Respect pledge.

See: <https://www.slcc.co.uk/news-publications/civility-respect-pledge/>

19. Lithium-ion batteries

Status update on Council to discuss continuing support of both bills regarding lithium-ion battery safety.

20. Grass cutting contract

Status update: Council on WSC quotation to cut the grass on the Triangle. 8 cuts per year totaling £418.01.

Status update: Adam Rushworth re invoice for cutting the green.

21. Correspondence

Letter from Nick Gilford at Grange Farm Barns relating to speeding.

22. Date of next meeting

The next Meeting will be held on Monday March 10<sup>th</sup> 2025, commencing at 18:30, Brookes School, Flempton Road, IP28 6QJ

