

Flempton cum Hengrave Parish Council

Minutes of the meeting held on Monday 20th May 2024 at The Stables from 6.45pm

Councillors present: Andrew Speed, Janet Davies, David Hudson, David Bambury, Ken Borrow and Jean Lindsay.

1. Election of Chair

Cllr Davies was elected unanimously as the new Chair.

2. Election of Vice Chair

Cllr Hudson was elected unanimously as the new Vice Chair.

3. Apologies for absence

Apologies were received from Cllr Martin, Cllr Glossop and Cllr Hopfensperger (they were at the AGM to give their reports and had to visit other parish AGM's) and their reasons for absence were accepted.

The Clerk was also absent, and Cllr Davies agreed to minute the meeting in her absence.

4. Declarations of Interest in items on the agenda and dispensation request

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

5. To approve the minutes of the Parish Council Meeting held on Monday 18th March 2024

It was resolved that the minutes were correct.

6. Public session

No issues were raised.

7. Finance

It was resolved that the following payments would be approved.

C Mason April salary **£130.80**

SALC membership **£189.83**

Church hire for the AGM **£25**

- It was noted that the 2023-2024 Financial Year total expenditure was **£7515.89**.
- It was noted that the remaining bank balance is **£19985.77**.
- The end of year financial paperwork received from PKF Auditors and signed by Cllr Speed. He resolved to copy the document and return to Cllr Davies and send the return to the appropriate body.
- It was resolved that a grant towards tools that Mr Mark Prina has outlined (a rake and scythe) needed for the maintenance of the churchyard would be granted. Cllr Lindsay agreed to talk to the PCC and advise the council on how best to proceed.

- It was noted that Cllr Davies has applied for online banking for the PC account, and it would be implemented with the new Clerk. The removal of N A Tooth from the account as a signatory has also been requested and an interim change of address for correspondence until the new Clerk starts.

8. Item updates from the last meeting

- It was resolved that a representative from the PC would attend a meeting regarding the Links in Flempton to be arranged by Cllr Hopfensperger.
- Cllr Bambury and Cllr Speed reported that some progress was being made regarding the sale of the land plots in Hengrave that were burnt down. The sale is being handled by Bedfords and the offers of interested parties are currently under review.
- Planned pruning of trees on The Green. Cllr Speed to confirm the full details of the contractor appointed for this work including the cost.
- Entrance gates to both villages. Cllr Speed to email a copy of the order and details of the village gate installation to the Clerk.

Grass cutting for The Green. Cllr Davies confirmed that Adam Rushworth had been contacted on May 20th regarding the grass cutting for the coming year.

- Repairs to the track on The Green. Cllr Speed to confirm to the Clerk's email that order has been commissioned to the contractor, Timber Force, agreed at the last PC meeting. Cllr Speed believed the work would begin on June 7th. It was resolved that communication would be required for the residents regarding the commencement and duration of the work.

9. Update on the handover for the outgoing clerk.

All files, banking paperwork, passwords etc. have been requested for handover by Cllr Speed from the outgoing clerk.

It was reported that to date this was not complete and resolved that Cllr Speed would send a reminder.

10. Appointment of the new Clerk

- It was resolved that the PC would appoint Justin Hook as the new Parish Clerk as of June 1st 2024, in accordance with the most recent employment contract terms as approved in consultation with SALC and that the PC would engage SALC payroll services to manage his compensation.
- Cllr Davies confirmed she would manage the new Clerk's induction and employment set up.

11. Date of next meeting

It was resolved that the next meeting would be held on Monday, July 8th at 6.30pm at The Stables.

12. Any other business for noting or including on the next agenda on Monday July 8th.

- Cllr Davies confirmed that an email about the overhanging trees was sent to David Harris from the Clerk's email on May 14th.
- It was resolved that Cllr Hudson would not pursue further work on installing defibrillators in the bus stops.

The following items are for inclusion on the next agenda:

- Follow up on the tree maintenance at Hengrave Hall.
- Suggestions for PC projects for the coming year to take advantage of locality budgets.
- Recruitment for vacant Cllr positions.
- Publication of all future meeting dates for the next year.
- Alternative venues for the PC meetings.

13. There being no further business, the meeting closed at 8.30 pm.

Signed:

DRAFT