

# Flempton cum Hengrave Parish Council

Chair: Cllr. Janet Davies

Clerk: Ginny O'Hegarty clerk@flemptoncumhengraveparish.gov.uk www.flemptoncumhengraveparish.gov.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 12<sup>th</sup> January 2026 commencing at 18:30 at Fornham St Martin Village Hall, The Street IP31 1SP.

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/questions 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.flemptoncumhengraveparish.gov.uk/parish-council/agendas-and-minutes](http://www.flemptoncumhengraveparish.gov.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 consider any applications for co-option to the vacancies on the Parish Council.
4. To approve and adopt the minutes from the meeting held on 10<sup>th</sup> November 2025.
5. To receive the **County Councillor** report from Cllr. Rebecca Hopfensperger.
6. To receive the **District Councillor** report from Cllr. Susan Glossop.
7. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the villages.
8. **To receive updates from Councillors on the following matters:**
  - a. Resignation of Clerk and recruitment plans: Cllr Davies
  - b. Bury Road fire damaged properties: Cllr Davies/Cllr Glossop
  - c. Mill Road fire damaged properties: Cllr Davies/Cllr Glossop
  - d. The Links: Cllr Davies/Cllr Hopfensperger
  - e. Lark Valley path repairs: Cllr Glossop
  - f. Trees and hedges impacting the highway at (i) Hengrave Hall; and (ii) Grange Farm: Cllr Davies
  - g. Update on repair work to the Triangle and Flempton Green: Clerk
  - h. Update on replacement batteries for the Hengrave VAS unit: Cllr Davies/Clerk
  - i. Update on renovation and cleaning of the war memorial: Cllr Bambury
  - j. Update on repair to the thatch of Hengrave bus shelter: Clerk
  - k. Update on the Grange Farms report submitted to Cllr Chris Chambers: Clerk
9. Finance and Governance Update
  - i. To **NOTE** the following payments:

Details	Payee	Amount	Payment
Nest Pension (October 2025)	Nest Pension	£16.00	Direct Debit
Bank service charge (November 2025)	Lloyds Bank	£4.25	Direct Debit
November salary inc WFH allowance	Parish Clerk	£340.12	Paid bank transfer
Nest Pension (November 2025)	Nest Pension	£13.08	Direct Debit
Clerk budgeting training course	Suffolk Association of Local Councils	£13.50	Paid bank transfer
December salary inc WFH allowance	Parish Clerk	£340.12	Paid bank transfer
War memorial renovation and cleaning – payment balance	Abbeygate Masonry Ltd	£3,191.40	Paid bank transfer

Bank service charge (December 2025)	Lloyds Bank	£4.25	Direct Debit
Bus shelter thatch repair	Mr A Byford	£1,800	Paid bank transfer

ii. To **APPROVE** the following payments:

Details	Payee	Amount	Payment
Clerk's Expenses (Stamps)	Parish Clerk	£13.60	Bank transfer
Hall hire (10 November 2025)	Fornham St Martin Village Hall	£26.25	Bank transfer
Grass Cutting (The Green, War Memorial - 2025)	Reality Landscapes	£560.00	Bank transfer

iii. To receive bank balances correct to 31<sup>st</sup> December:

Community Account (Current)	£1,669.95
Commercial Instant Access Account (Savings)	£12,159.96
<b>Total</b>	<b>£13,829.91</b>

iv. To approve bank reconciliation for November/December 2025.

v. To consider and approve the proposed virement of funds:

- a. £6,800.00 from Earmarked Reserves to Asset Management relating to payments for renovation and cleaning of war memorial, and bus shelter thatch repair
- b. £12.00 from Website & Email budget line to ICO Membership to reflect increase in cost
- c. £120.00 from Contingencies to Meeting Room budget line to reflect meeting room charges

vi. Council to consider renewal of Grounds Maintenance Contract with West Suffolk Council in the amount of £361.52 +VAT

vii. To consider the budget for the 2026/27 financial year and agree the precept demand.

10. Planning: Council to consider any planning applications received after publication of the agenda where the consultation period expires before the next scheduled Parish Council meeting.

11. Correspondence:

Date Received	From	Subject
05/12/2025	Citizens Advice West Suffolk	Request for donation towards running costs
17/12/2025	West Suffolk Council	Community Governance Review – Invitation for Submissions

12. Clerk's Report: Website accessibility requirements.

13. Date of next meeting. The next Council meeting will take place on Monday 9<sup>th</sup> March 2026 at 6:30pm, Fornham St Martin Village Hall, The Street IP31 1SP.

14. Close of meeting.