

# Flempton cum Hengrave Parish Council

Chair: Cllr. Janet Davies

Clerk: Ginny O'Hegarty [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 Flempton cum Hengrave Parish Council Annual Meeting on Monday 12<sup>th</sup> May 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/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.flemptoncumhengravepc.org.uk/parish-council/agendas-and-minutes/](http://www.flemptoncumhengravepc.org.uk/parish-council/agendas-and-minutes/)

## Agenda Items

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. To receive apologies and to approve the reason for absence
4. (i) To receive members Declarations of Interests.  
(ii) Council to consider any new written requests for dispensation and/or requests which have been received
5. To approve and adopt the minutes from the Council meeting held on 10<sup>th</sup> March 2025
6. To receive the **County Councillor** report from Cllr. Rebecca Hopfensperger
7. To receive the **District Councillor** report from Cllr. Susan Glossop
8. Public open session up to 15 minutes – questions and issues on matters arising from the agenda and from the villages
9. **To receive updates from Councillors on the following matters:**
  - a. Update on recruitment of a new Clerk: Cllr Davies
  - b. Bury Road fire damaged properties: Cllr Davies/Cllr Glossop
  - c. Mill Road fire damaged properties: Cllr Davies/Cllr Glossop
  - d. Hengrave Hall overhanging trees: Cllr Davies
  - e. Bus timetables: Cllr Bambury/Cllr Walker
  - f. Copy for Lark Valley Magazine: Cllr Davies
  - g. Notice & information board on The Green: Cllr Hudson
  - h. CityFibre update on repair work to Triangle and Mill Road: Cllr Davies
  - i. Update on additional solar-powered VAS equipment: Cllr Davies
  - j. War memorial. Update on proposal for cleaning and restoration: Cllr Hudson
  - k. Thatch inspection for Hengrave bus stop: Cllr Davies
  - l. Trees planted on the river Lark bank between Hengrave and Duck Sluice Weir: Cllr Hudson
10. Clerk's report
  - a. Policies
  - b. Councillor training courses
  - c. SALC survey
  - d. Miscellaneous reports
11. Planning  
Council to discuss the following planning applications:  
DC/25/0687/TCA – Trees in a conservation area - Silver Maple crown reduction by up to 2.75 metres, crown lift to 3 metres above ground level. Expiry 15<sup>th</sup> May.  
DC/25/0648/HH – Householder planning application – a. installation of carport and art studio b. alterations to existing cart lodge. Expiry 16<sup>th</sup> May  
DC/25/0649/LB – Application for listed building consent - installation of carport and art studio b. alterations to existing cart lodge. Expiry 16<sup>th</sup> May

12. Finance update

- i. To consider and approve payment of the following accounts and invoices:

Payee & details	Total
J Davies – Interim Clerk Expenses	£112.16
West Suffolk Council rebate for gates project not actioned	£800.00
SALC Payroll Services (Oct 2024 – Mar 2025)	£28.00
SALC Membership Subscription (2025/26)	£161.28
V O'Hegarty – Clerk's Salary (Apr 2025)	£275.92
V O'Hegarty – Clerk's Expenses	£15.84
S C Brown – restoration of notice board at Flempton Green	£265.00
Total Payments	£1,339.27

- ii. To receive bank balances correct to 30<sup>th</sup> April (unless stated otherwise)

Community account (current)	£3,190.24
Commercial account (savings)	£24,159.24
Total	£27,349.48

- iii. Council to approve bank reconciliation for March/April 2025

13. Correspondence: Email regarding damage on and around Flempton Green following City Fibre's recent works.

14. Date of next meeting

The next Meeting will be held on Monday, 14<sup>th</sup> July 2025, commencing at 18:30, Brookes School, Flempton Road, IP28 6QJ