

# Flempton cum Hengrave Parish Council

Chair: Cllr. Janet Davies

Clerk: Ginny O'Hegarty clerk@flemptoncumhengraveparish.gov.uk 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 14<sup>th</sup> July 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/

## 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 and adopt the minutes from the Council meetings held on 12<sup>th</sup> May 2025 and 11<sup>th</sup> June 2025.
4. To receive the **County Councillor** report from Cllr. Rebecca Hopfensperger.
5. To receive the **District Councillor** 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. Bury Road fire damaged properties: Cllr Davies/Cllr Glossop
  - b. Mill Road fire damaged properties: Cllr Davies/Cllr Glossop
  - c. Trees and hedges impacting the highway at (i) Hengrave Hall; (ii) Grange Farm: Clerk
  - d. CityFibre update on repair work to the Triangle and Mill Road: Clerk
  - e. Update on additional solar-powered VAS equipment and to consider the costs: Cllr Walker
  - f. War memorial. To present costs and design proposals for a new stone memorial cross: Cllr Bambury
  - g. Hengrave bus stop. To consider quotes to re-ridge, re-dress and re-wire the thatch: Cllr Davies/Clerk
  - h. Review of 30mph speed limit report for Grange Farm Barns and next steps: Cllr Walker
8. Clerk's report  
Miscellaneous reports. Updates on matters of interest.
9. Finance update
  - i. To **NOTE** the following payments:

Details	Payee	Power	Net Amount	VAT Amount	Payment
Bank service charge (March 2025)	Lloyds Bank	LGA 1972 s.111(1)	£4.25	£0.00	Direct Debit – Community a/c
Bank service charge (April 2025)	Lloyds Bank	LGA 1972 s.111(1)	£4.25	£0.00	Direct Debit – Community a/c
Bank service charge (May 2025)	Lloyds Bank	LGA 1972 s.111(1)	£4.25	£0.00	Direct Debit – Community a/c
May salary inc WFH allowance and use of own devices allowance	Parish Clerk	LGA 1972 s.112(2)	£339.12	£0.00	Paid bank transfer – Community a/c
Audit fee	V Waples	LGA 1972 s.111(1)	£220.25	£0.00	Paid bank transfer – Community a/c
Bank service charge (June 2025)	Lloyds Bank	LGA 1972 s.111(1)	£4.25	£0.00	Direct Debit – Community a/c

Nest Pension – April and May combined	Nest Pension	LGA 1972 s.112(2)	£25.36	£0.00	Direct Debit – Community a/c
June salary inc WFH allowance and use of own devices allowance	Parish Clerk	LGA 1972 s.112(2)	£623.95	£0.00	Paid bank transfer – Community a/c

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

Details	Payee	Power	Net Amount	VAT Amount	Payment
Nest Pension - June	Nest Pension	LGA 1972 s.112(2)	£27.04	£0.00	Direct Debit – Community a/c
Councillor training courses	SALC	LGA 1972 s.111(1)	£132.00	£26.40	To be paid by bank transfer – Community a/c
HMRC Tax & NI (Q1)	HMRC	LGA 1972 s.112(2)	£173.63	£0.00	To be paid by bank transfer – Community a/c
Clerk expenses (ink cartridges, stamps)	Parish Clerk	LGA 1972 s.111(1)	£51.42	£7.56	To be paid by bank transfer – Community a/c

iii. To receive bank balances correct to 30<sup>th</sup> June:

Community Account (Current)	£1,390.78
Commercial Instant Access Account (Savings)	£24,188.50
<b>Total</b>	<b>£25,579.28</b>

iv. Council to approve bank reconciliation for May/June 2025

10. To consider and approve the income v expenditure budget analysis as at 30 June 2025.
11. To consider and approve the proposed virements of funds from the Working Reserve Fund:
  - a. £200 from Working Reserves to Clerk's salary budget line
  - b. £300 from Working Reserves to Clerk training as new budget line
12. To consider and approve the proposed virements below regarding this year's budget:
  - a. £130 from SALC subscription to Admin Expenses budget line
  - b. £50 from Audit to Admin Expenses budget line
13. Report on attending Parish and Town Council Forum: Cllr Walker
14. To consider the budget and approval for the purchase of a Council owned laptop for use by the Clerk and review of file sharing options: Cllr Davies/Clerk
15. To consider approval for Clerk Basics Training Course: Clerk
16. Planning  
To consider and comment on the following **planning application** and any additional applications received after publication of the agenda where the consultation period expires before the next scheduled Parish Council meeting:

Application Number	Details	Location
DC/22/0361/HH	Householder planning application - a. retention of gates b. retention of front boundary wall c. alterations to wall to include addition of flint panels and replacement copings. <b>Deadline for comments: 25.07.2025</b>	The Old Post Office Bury Road Flempton Suffolk IP28 6EG

17. To consider any applications for co-option to the vacancies on the Parish Council: Cllr Davies
18. 2026 Parish Council meeting dates: 12 January, 9 March, 11 May (AGM and Annual Parish Meeting), 13 July, 14 September, 9 November.
19. Date of next meeting. The next full Council meeting will take place on Monday 15th September 2025 at 6:30pm, Brookes School, Flempton Road, IP28 6QJ.
20. Close of meeting.