

Flempton cum Hengrave Parish Council

Draft Minutes from Parish Council Meeting

Monday 10 March 2025, 1830, at Brookes School, Flempton Road, IP28 6QJ.

These draft minutes will be approved at the Parish Council Meeting on 12 May 2025.

Present: Cllrs Janet Davies (Chair), Jean Lindsay, Ken Borrow, Gill Martin, David Hudson and Dave Bambury. District Cllr Susan Glossop, County Cllr Rebecca Hopfensperger

Agenda Items

1. Chairman's welcome, opening remarks and to receive apologies for absence

Cllr Davies welcomed everybody and introduced Graham Walker who had put himself forward for co-option as a new Cllr and a candidate who has applied for the position of Clerk and wished to observe one of our meetings. Cllr Davies confirmed that, as a Board Member of SALC, she had attended the SALC strategic awayday on Feb 4th which focused on the devolution proposal for Suffolk and their role as a consultee to represent parish and town councils.

2. (i) To receive members Declarations of Interests. **None received**

(ii) Council to consider any new written requests for dispensation and/or requests, which have been received. **None received.**

3. To approve minutes from the Council meeting held on 13th January 2025.

Council resolved to approve and adopt the minutes. The Chair signed them.

4. To vote for the co-option of a new Parish Councillor, Mr Graham Walker. **Council noted that Mr Walker met the criteria for co-option and resolved to approve his application with immediate effect.**

5. To receive County Councillor's report from Cllr. Hopfensperger.

Updated the council on timelines for the submission of devolution plans.

The Links: Advised that plans were being formulated, however, there would be no budget available to spend on it until the new financial year in April.

6. To receive District Councillor's report from Cllr. Glossop.

As well as her written report, Cllr Glossop advised that a communication had been sent to James Waters regarding repairing the flint wall in Flempton as the hole now was enormous and the wall was in danger of collapsing. She requested that a further letter could be written to Mrs Waters by the Parish Council advising that this should be repaired as soon as possible. She agreed to provide the details to the Clerk. The suggestion that the Parish Council should get the work done and subsequently bill the owner was rejected.

7. Public open session up to 15 minutes - questions and issues on matters arising from the agenda and from the villages.

One member of the public attended. There were no questions.

8. To receive updates from Councillors on the following matters:

a. Update on recruitment of a new Clerk. Cllr Davies advised that there had been three applications, all of which had been shared with the council members. The council resolved to delegate the authority to the Chairman and the Vice Chairman to progress further interviews and recommend the preferred candidate. The expectation was that a new Clerk could start in April on the same terms as the previous Clerk reflecting the new pay rate at that grade.

b. Church meeting update: No further meeting has taken place.

c. Bury Road fire damaged properties. As agreed at the previous meeting, a letter on behalf of the Parish Council had been sent to all of the owners reminding them of their responsibilities to maintain the safety and security of the site and the ongoing negative impact on the whole community. A response from the owners of 3,4 and 6 expressed their continuing desire to sell on the plot, however, the owner of number 5 had still not made a decision to sell and as such no further progress could be made with the prospective buyer. The Parish Council requested that Cllr Glossop ask West Suffolk Council to get a building survey done for houses 3-6 re the unsafe chimney and rear wall which is cracking and will eventually fall down along the driveway used for both pedestrians and cars. West Suffolk Council state that the Building Act dangerous structure powers extend only so far as making the building safe and will not allow works to be undertaken simply because the buildings are unsightly. The action they currently taking is being done in accordance with the legislative powers and is appropriate to the severity and risk posed to the public.

It was also requested that an estimate for the cost of demolishing the site should be sought as well as gaining an understanding of the process involved.

The issue with rats appeared to have been resolved and the chickens have been removed from number 5.

d. Mill Road fire damaged properties. In February, as predicted, the entire side wall of number 17 collapsed and the chimneys of 17 and 16 are now very dangerous. West Suffolk Council have surveyed the site to help get the chimney reduced. As the owner of number 16 has not replied to their communications on the matter, this is now being processed via the magistrate's court. As agreed at the previous meeting, a letter on behalf of the Parish Council had been sent to the owner of number 16 reminding him of his responsibilities to maintain the safety and security of the site and the

ongoing negative impact on the whole community. No response has been received. It was suggested that the Parish Council write to the remaining owners and suggest that they get legal advice to progress the situation as they are currently unable to sell and experiencing financial hardship as a result. The Parish Council resolved to do this.

- e. Entrance gates to villages. It was suggested that as three locations had been turned down for entrance gates, with the successful installation of the solar speed unit in Flempton, that the Parish Council should instead purchase 2 more solar powered VAS units to site between Hengrave and Flempton. It was resolved that to pricing and guidance plus agreeing sites for 3 poles would be sought by the Clerk. The Parish Council will return the £800 grant to Cllr Glossop that was donated for the gates.
 - f. Hengrave Hall overhanging trees. Despite a number of communications from the Parish Council to Hengrave Hall on this matter going back over a year, no action by the owner has been taken on this. It was noted that tree work usually has to be avoided from now until September.
 - g. Bus stop signs and timetable. Cllr Bambury and Cllr Walker resolved to work together to print a timetable for Hengrave.
 - h. Lark Valley Magazine. Cllr Davies will submit an article in the latest edition of all the projects completed for Flempton by the Parish Council and resubmit the advert for the vacancy for a new Parish Councillor for the next edition. She also advised that the website had been extensively updated including information regarding becoming a parish councillor.
 - i. Notice & information board on The Green. Cllr Hudson advised that Steve Brown would repair and restore in 2-4 weeks subject to suitable weather conditions.
 - j. CityFibre still need to repair the triangle in Hengrave and the verges in Mill Road. Cllr Davies is in regular contact on resolving this matter.
 - k. VAS equipment. Report on solar panel for Flempton. Cllr Hudson said the changeover went well with special thanks to Stan Green of Lackford who helped with the installation. The Parish Council resolved to send a thank you letter to him.
 - l. War Memorial. Cllr Hudson will contact Andy's Jet Wash who clean memorials for a quote and will contact a stonemason to quote for a new cross. The War Memorial Trust offer grants which he will investigate.
9. Thatch inspection for Hengrave bus stop. The thatch ridge on the Hengrave bus shelter needs attention. Cllr Davies to obtain a quote for repair.
10. Policy adoption: It was resolved that the new policies for Financial Regulations 2024, Complaints Policy and an Events Policy would be adopted and placed on the Parish Council website.
11. Clerk's report:
- a. Trees have been planted in the wrong place and without permission along the riverbank and the river is partially blocked between Hengrave and Duck Sluice. This has been reported to the Environment Agency.
 - b. A blocked drain in Hengrave was reported using the online reporting tool. It was repaired quickly.
 - c. A report was made regarding pathways skirting between Grange Farm and Flempton. There is funding available for this now and we have been put on the waiting list.
 - d. The Emergency Planning Officer at Suffolk County Council have made contact to help us create an Emergency Community Plan covering regarding flooding, power outages etc. This will be progressed when the new Clerk is in place.
 - e. ANPR Speed cameras are being deployed along the A1101 area from Fornham to Red Lodge between the end of March and the first week in April.
 - f. Grass cutting Flempton Green and War Memorial. We have been quoted the same price for this year as last. It was resolved that the quote be accepted.
 - g. The internal audit will proceed once the new Clerk is in place.
 - h. An approach has been made to erect a memorial to commemorate a Lancaster Bomber crashing during WW2 that resulted in 7 airmen dying. The Parish Council requested details of the location and dimensions of the memorial as this was a sticking point last time it was mooted some years ago.
 - i. Flempton Golf Club have suggested offering a Social Membership being available for villagers to use the bar and restaurant facilities. Everyone welcomed the suggestion.
12. Finance update
- i. To consider and approve payment of the following accounts and outstanding invoices:
 - ii. To receive bank balances, correct to [28th February] (unless stated otherwise)
 - iii. Council approved invoices and payments

Payee & details	Total
W Jarvis & Sons Landscaping – trees Flempton Green	£1200

1Reality Landscapes – grass cutting for Flempton Green and War Memorial 2024.	£825
Elan City – conversion of Flempton VAS speed monitor	£254
Elan City – conversion of Flempton VAS speed monitor	£473.08
Elan City – conversion of Flempton VAS speed monitor	189.41
Total Payments	2941.49

ii. To receive bank balances correct to [28th February] (unless stated otherwise)

Current	£637.15
Savings	£17932.10
Total	£18,569.25

Council approval confirmed

13. Planning

Council to discuss the following planning applications:

DC/25/0311/HH 1 Grange Farm Bungalows, Bury Road, Hengrave.

There were no objections.

14. Date of next meeting

The next Parish Council Meeting and the AGM will be held on Monday May 12th 2025, commencing at 18:30, Brookes School, Flempton Road, IP28 6QJ

 Sign & Date 12/5/25

J. DAVIES Print name

Chairman

Signed as confirmation that they are a true record.