

# Flempton cum Hengrave Parish Council

## Minutes from Parish Council Meeting

Monday, 12 January 2026, 18:30, at Fornham St Martin Village Hall, The Street IP31 1SP

**Present: Cllrs. Janet Davies (Chair), Dave Bambury, Ken Borrow and Gill Martin**  
**Also present Ginny O'Hegarty (Clerk), County Cllr. Rebecca Hopfensperger,**  
**District Cllr. Susan Glossop, and one member of the public**

### Agenda Items

1. **Chair's welcome**, opening remarks and to receive apologies for absence.  
The Chair, Cllr Davies, opened the meeting and thanked everybody for attending. No apologies were received.
  2. **Declarations of Interest in items on the Agenda and dispensation requests**  
No councillors declared an interest in any items on the Agenda and no dispensation requests were received.
  3. **To consider any applications for co-option to the vacancies on the Parish Council**  
None received.
  4. **Approval of minutes of meeting held on Monday, 10<sup>th</sup> November 2025**  
It was resolved that the minutes would be approved. The Chair signed them.
  5. **County Councillor** Rebecca Hopfensperger reported on the following:
    - Suffolk County Council has approved a new policy to introduce 20mph speed limits if the majority of a parish support it and certain criteria is met. Cllr Hopfensperger will provide a copy of the policy to the Clerk.
    - Government is debating whether to postpone local elections.
  6. **District Councillor** Susan Glossop reported on the following:
    - West Suffolk Council's Thriving West Suffolk magazine has been circulated to residents.
    - A new recycling scheme will start in June 2026.
    - Bags of rubbish are littering the grounds of the Church. The Council agreed to add this to the next Agenda with a view to expressing its concerns to whomever is responsible for Church property/buildings.
  7. Public open session. A member of the public noted that Cavenham face the same highways issues that the Council is addressing.
  8. **To receive updates from Councillors on the following matters:**
    - a. Resignation of Clerk and recruitment plans. Council noted the vacancy had been posted online with the Suffolk Association of Local Councils and Suffolk County Council.
    - b. Bury Road fire damaged properties. The application to demolish the fire damaged properties cannot proceed until certain information has been provided to Historic England.
    - c. Mill Road fire damaged properties. No further progress to report.
    - d. The Links. A written response is awaited from Suffolk County Council as regards why they will not pay for the work or advise the cost. Suffolk County Council are considering their position as regards enforcement.
    - e. Lark Valley path repairs. Cllr Hopfensperger will investigate whether enforcement has been served on those responsible for the repairs.
- 18:57 Cllr Borrow arrived at the meeting.
- f. Trees and hedges impacting the highway at
    - (i) Hengrave Hall: Cllr Davies had met with a representative from Hengrave Hall to assess the work and been informed that a tree surgeon will be commissioned.
    - (ii) Grange Farm: As no responses had been received to the letters sent to homeowners, Cllr Davies will submit a report via SCC Highways' online reporting tool.
  - g. Repair work to the Triangle and Flempton Green. Potential kerbing of The Triangle and associated costs would be deferred to the next Agenda. Council resolved to fund an additional amount up to £85 to fix new potholes at Flempton Green.
  - h. Update on replacement batteries for the Hengrave VAS unit. The battery connections will be tested before proceeding with the purchase of replacement batteries.

So signed and approved at the meeting of 9<sup>th</sup> March 2026

- i. War memorial. The renovation work and cleaning of the war memorial has been completed. Council noted and approved reducing the foliage surrounding the memorial, the purchase of a solar light and planting around the base.
- j. Hengrave bus shelter. The repair work to the thatch of the bush shelter has been completed.
- k. Update on the Grange Farms report submitted to Cllr Chris Chambers. Confirmation of receipt of the report had been received and a request for timing for a response to the report had been submitted by the Clerk. Cllr Hopfensperger noted that more information is awaited from internal safety officers. If the project is deemed feasible a traffic regulation order would be required the costs of which would be in the region of £6,000-£10,000.

9. Finance and Governance Update

- i. Council approved the following payments authorised between meetings:

Details	Payee	Amount	Power	Payment
Nest Pension (October 2025)	Nest Pension	£16.00	LGA 1972 s.112	Direct Debit
Bank service charge (November 2025)	Lloyds Bank	£4.25	LGA 1972 s.111	Direct Debit
November salary inc WFH allowance	Parish Clerk	£340.12	LGA 1972 s.112	Paid bank transfer
Nest Pension (November 2025)	Nest Pension	£13.08	LGA 1972 s.112	Direct Debit
Clerk budgeting training course	Suffolk Association of Local Councils	£13.50	LGA 1972 s.111	Paid bank transfer
December salary inc WFH allowance	Parish Clerk	£340.12	LGA 1972 s.112	Paid bank transfer
War memorial renovation and cleaning – payment balance	Abbeygate Masonry Ltd	£3,191.40	War Memorials (Local Authorities' Powers) Act 1923, as extended by LGA 1948 s.133	Paid bank transfer
Bank service charge (December 2025)	Lloyds Bank	£4.25	LGA 1972, s.111	Direct Debit
Bus shelter thatch repair	Mr A Byford	£1,850	LGA 1972 s.111	Paid bank transfer

- ii. It was resolved that the following payments would be approved:

Details	Payee	Amount	Power	Payment
Clerk's Expenses (Stamps)	Parish Clerk	£13.60	LGA 1972 s.111	Bank transfer
Hall hire (10 November 2025)	Fornham St Martin Village Hall	£26.25	LGA 1972 s.111	Bank transfer
Grass Cutting (The Green, War Memorial - 2025)	Reality Landscapes	£560.00	LGA 1972 s.111	Bank transfer

Cllrs Bambury and Martin signed the Payments Schedule.

- iii. Bank balances correct to 31<sup>st</sup> December were received:

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

- iv. Cllr Davies and the Clerk verified and signed the bank reconciliation for November/December 2025.
- v. Council approved the following 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.

So signed and approved at the meeting of 9<sup>th</sup> March 2026

- 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. It was resolved to renew the Grounds Maintenance Contract with West Suffolk Council in the amount of £361.52 +VAT.
- vii. It was resolved that:
  - The 2026/27 budget would be approved.
  - The precept request would be £11,800. The parish council element for a band D household will be £78.49 per annum an increase from £71.51 which equates to £6.98 per annum per band D household, an increase of 9.76%.

10. Planning: No planning applications had been received.

11. Correspondence:

<b>Date Received</b>	<b>From</b>	<b>Subject</b>
05/12/2025	Citizens Advice West Suffolk	Request for donation towards running costs
It was resolved to make a donation of £100 to Citizens Advice West Suffolk towards running costs.		
17/12/2025	West Suffolk Council	Community Governance Review – Invitation for Submissions
Council thought there may be some interest in the review but did not consider a reasonable amount of time had been provided within which to consider it fully and would respond on this basis.		

12. The Clerk reported on the website accessibility compliance requirements and noted that for the website and content to be accessible certain criteria must be met and an accessibility statement needs to be defined and added to the website.

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. There being no further business the meeting closed at 20:30.