



NOTICE OF PARISH COUNCIL MEETING

TO: Parish Councillors of West Row Parish Council

You are duly summoned to attend the next meeting of West Row Parish Council to be held on Wednesday 16th April 2025 at 7:00 pm at West Row Outdoor Bowls Club, Beeches Road, West Row IP28 8NY.

Public Attendance

Members of the public and press are welcome to attend. At Item 4, the public will be invited to give their views or questions to the Parish Council on issues on the agenda or raise issues for consideration for inclusion at future meetings. Members of the public who do not wish to attend in person may submit written representation on issues to be covered in the agenda, or items in general which will be noted for further consideration. This item will generally be limited to 10 minutes duration and will be followed by any County/District Councillors', RAF Mildenhall and Police reports.

The Openness of Local Government Bodies Regulations 2014

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

AGENDA

WELCOME

- 1. Apologies for acceptance and absence.**
- 2. To receive member's declaration of interest and dispensations relating to items in this agenda.** In accordance with Section 31 of the Localism Act 2011, members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests, and non-pecuniary interest in **any items(s) on the agenda**.
- 3. To resolve that the minutes of the meetings of the council held on Wednesday 19th March 2025 are a true and correct record (Paper A).**
- 4. Public Participation session to include District, County Councillors, RAF Mildenhall and Police reports, plus representation from electors of the Parish.**
 - a. County Councillor Colin Noble – Suffolk County Council
 - b. District Councillor Don Waldron – West Suffolk Council
 - c. Squadron Leader Andy Bell – RAF Mildenhall
 - d. PC Andrew Green – Community Police Officer



5. Planning Matters

- a. **DC/25/0530/HH** – Household planning application – a. single storey side and rear extension (following demolition of existing conservatory) b. insert 2no. windows to rear elevation. Selmar, 112 Eldo Road, West Row IP28 8PY **(Paper B)**.

6. Matters Relating to Governance

Review Internal Control Statement for year ending 31st March 2025 **(Paper C)**.
Review Risk Assessment and Management Policy **(Paper D)**.
Review Asset Register **(Paper E)**.
Review Financial Regulations **(Paper F)**.
Review Standing Orders **(Paper G)**.
Date for Annual Parish Meeting 21st May 2025.

7. Financial Matters

To receive the following information and to approve payments.

- a. Approval and Authorisation of Payments for April 2025 **(Paper H)**.
- b. Approval of March 2025 Bank Reconciliation **(Paper I)**.
- c. Approval of March 2025 Current/Deposit Account **(Paper J)**.
- d. Approval of Quarter 4 Accounts **(Paper K)**.
- e. Approval of Quarter 4 Payments over £500 **(Paper L)**.
- f. Approval of Quarter 4 Budget Comparison **(Paper M)**.
- g. Approval of 24/25 VAT Return **(Paper N)**.
- h. Approval of Year End Bank Reconciliation **(Paper O)**.
- i. Approval of Grant Application from West Row Historical Society **(Paper P)**.
- j. Approval of Quotation for Christmas tree lights **(Paper Q)**.

8. Matters Relating to Street Furniture/Amenity Provision

- a. Report on Speed Indicator Device Findings. SID stars attached **(Paper R)**.
- b. Update on Footpath 30 (eroded riverbank) along river at bottom of The Gravel.
- c. SCC Development.
- d. Shop Drove Footpath.
- e. Building site at the entrance to Pott Hall Road.
- f. New Cemetery.
- g. Hedge and Verge Cutting.



- h. The Ancient Parish of Mildenhall Charities. Footpath across the allotment – Friday Street.
- i. Additional cabling to village sign by the memorial.
- j. Road signs for Cats, Children Crossing and Parking outside the school.

9. Other Working Party Updates/Reports

- a. Update on the Echo/Parish Magazine.
- b. Update on Neighbourhood Plan.
- c. Warm Places Update. Centre for Warmth additional funding. Expenses Update (**Paper S**).
- d. 100 Club Update.

10. Allotment Matters

11. Events

- a. Litter Pick – Saturday 12th April 2025 10:00 to 12:00.
- b. Easter Egg Hunt – Monday 21st April 2025 – The Shed, Jarmans Lane 11:00 to 13:00.
- c. 80th Anniversary End of WWII 2025.
- d. Parish Council Surgeries. This is an opportunity for residents to raise any issues or concerns they may have pertaining to the area where they live. Surgeries will be held every third Saturday of the month.

12. Chair and Councillors' Reports/Suggestions (on the night)

13. Correspondence and Exchange of Additional Information (at the discretion of the Chair)

14. Date of next meeting

To confirm the date of the next meeting, scheduled for Wednesday 21st May 2025.

S Vale

Sharon Vale
Clerk to the Council

15th May 2025