



### Minutes of the Parish Council Meeting

held on Wednesday 16<sup>th</sup> April 2025 at 7.00pm in West Row Outdoor Bowls Club, Beeches Road, West Row IP28 8NY

**Present:** Cllr A Fisher, Cllr A Goodenough, Cllr J Goodenough, Cllr M Connery, Cllr S Knight, Cllr L Doyle and Cllr T Gooch-Taylor Balls

Also in attendance: Sharon Vale, Parish Clerk

The Chair opened the meeting at 7:00pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

366	<b><u>Apologies and acceptance for absence</u></b>  Apologies received from Cllr M Peachey, Cllr R Hamill and D/Cllr D Waldron	
367	<b><u>To receive members' declaration of interest and dispensations relating to items in this agenda.</u></b>  Cllr T Gooch-Taylor Balls declared an interest in Item 8 (h) as recorded in the Members' Register of Interests and has been granted a dispensation to engage in discussion and/or voting on this matter.	
368	<b><u>To resolve that the minutes of the meeting of the council held on Wednesday 19<sup>th</sup> March 2025 are a true and correct record.</u></b>  It was resolved that the minutes of the meeting on Wednesday 19 <sup>th</sup> March 2025 were a true and correct record. The minutes were signed by the Chair.	
369	<b><u>Public participation (10 minutes in total).</u></b>	
370	<b><u>External reports</u></b>  (a) <b>D/Cllr Colin Noble – Suffolk County Council</b>  Non attendance – nothing to report.  (b) <b>D/Cllr Don Waldron – West Suffolk Council</b>  Non attendance – nothing to report.  (c) <b>Squadron Leader Andy Bell – RAF Mildenhall</b>  Non attendance – nothing to report.	

Signed by Chair of Meeting:.....

Date Signed: 21<sup>st</sup> May 2025



	<p><b>(d) Sergeant Peter Maxwell – Community Police Officer</b></p> <p>In attendance – Sergeant Peter Maxwell talked us through Suffolk Constabulary’s new police operating model which aims to strengthen community links with the local public and to ensure the force continues to provide the best possible policing service for the public and enhance the way the constabulary engages with the local community. Sergeant Maxwell will be retiring in a few months’ time and his replacement will be PC Scott Cameron, who will be introduced to us nearer the time.</p>	
371	<p><b><u>To consider planning applications.</u></b></p> <p>(a) <b>DC/25/0530/HH</b> – Household planning application – a. single storey side and rear extension (following demolition of existing conservatory) b. inset 2no. windows to rear elevation. Selmar, 112 Eldo Road, West Row IP28 8PY. <b>SUPPORT.</b></p> <p>(b) <b>DC/25/0510/HH</b> – Householder planning application – a. replacement fenestration b. single storey rear extension and c. window to replace door on rear elevation. 124 Eldo Road, West Row IP28 8PY. <b>SUPPORT.</b> Clerk to contact WSC and raise concerns that immediate neighbours’ to the property do not appear to have been consulted by WSC as part of the local planning authority’s statutory process.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
372	<p><b><u>Matters relating to governance.</u></b></p> <p>Review Internal Control Statement for year ending 31<sup>st</sup> March 2025. The Internal Control Statement for the year ending March 2025 was reviewed and signed at the meeting.</p> <p>Review Risk Assessment and Management Policy. It was resolved that the Risk Assessment and Management Policy is correct having been reviewed for the period April 2024 to March 2025.</p> <p>Review Asset Register. It was resolved that the Asset Register is correct having been reviewed for the financial year ending March 2025.</p> <p>Review Financial Regulations. It was resolved to adopt the Financial Regulations following review.</p> <p>Review Standing Orders. It was resolved to adopt the Standing Orders following review.</p> <p>Date for Annual Parish Meeting 21<sup>st</sup> May 2025.</p>	
373	<p><b><u>Financial matters.</u></b></p> <p>a. Approval and Authorisation of Payments for April 2025. It was unanimously Resolved to Accept the payments.</p> <p>b. Approval of March 2025 Bank Reconciliation was received.</p> <p>c. Approval of March 2025 Current/Deposit Account was received.</p> <p>d. Approval of Quarter 4 Accounts was received.</p> <p>e. Approval of Quarter 4 Payments over £500 was received.</p> <p>f. Approval of Quarter 4 Budget Comparison was received.</p>	

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	<p>g. Approval of 24/25 VAT Return was received.</p> <p>h. Approval of Year End Bank Reconciliation was received.</p> <p>i. Approval of Grant Application from West Row Historical Society was received. <b>SUPPORT.</b></p> <p>j. Approval of Quotation for Christmas tree lights. <b>SUPPORT.</b> It was agreed to purchase the coloured lights and the star/pole for the tree.</p>	
374	<p><b><u>Matters relating to street furniture/amenity provision</u></b></p> <p>a. Report on Speed Indicator Device Findings – Results remain consistent.</p> <p>b. Update on Footpath 30 (eroded riverbank) along the river at bottom of the Gravel. Ongoing.</p> <p>c. SCC Development. Cllr M Peachey spoke with Gareth from Lovells's a few days ago. There are no significant updates currently. They are aiming to begin work on the site in late Sumer.</p> <p>d. Shop Drove Footpath. Ongoing.</p> <p>e. Building site at the entrance to Pott Hall Road. Cllr A Fisher is still trying to contact SCC.</p> <p>f. New Cemetery. Ongoing. Still awaiting a land valuation from SCC. Cllr M Peachey has chased.</p> <p>g. Hedge/Verge Cutting around the village.</p> <p>h. The Ancient Parish of Mildenhall Charities. One objection to the legal order was received, made by the landowner. Unless the objection is withdrawn, the case will go to a public inquiry, although due to the large backlog of cases nationally, SCC have said that this will likely take over a year to arrange. Cllr M Peachey has made an informal approach to the landowner to see if there are any circumstances under which they would be willing to withdraw their objection, to save the need for a public inquiry. Will update next month.</p> <p>i. Additional cabling to village sign by the memorial. Cllr A Goodenough, Cllr A Fisher and the clerk will meet with BA Electrical to obtain a quotation for cabling for lighting installation. Meeting week of 21<sup>st</sup> April 2025.</p> <p>j. Road signs for Cats and Children Crossing on Pott Hall Road and Parking outside the school. Clerk to calculate the cost of traffic cones for areas on Pott Hall Road.</p>	<p><b>AF</b></p> <p><b>Clerk/AG &amp; AF</b></p> <p><b>Clerk</b></p>
375	<p><b><u>Other working party updates/reports</u></b></p> <p>a. Update to the Echo/Parish Magazine. It was suggested that the Clerk continues with the addition of the Children's Corner section. The deadline for the June/July edition is the 15<sup>th</sup> May 2025.</p> <p>b. Update to Neighbourhood Plan. The next drop in event at the Parish Office will be on Saturday 19<sup>th</sup> April 2025 from 10:00 to 12:00. The full version of the plan will be available to download from the Parish website from Friday 14<sup>th</sup> March 2025.</p> <p>c. Warm Place Update – next fish and chip lunch arranged for Friday 25<sup>th</sup> April 2025.</p> <p>d. 100 Club Update. Penny Wells won the 100 Club for the month of April. Next draw will take place in June.</p>	<p><b>Clerk</b></p>

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376	<b><u>Allotment Matters</u></b>  Two full size plots have been returned as plot holders do not have the time and are unable to maintain them. The communal Shed has been erected and planings have been delivered for the parking area.	
377	<b><u>Events</u></b>  a. Easter Egg Hunt Monday 21st April 2025, The Shed, Jarmans Lane – 11:00 to 13:00. b. 80 <sup>th</sup> Anniversary End of WWII 2025. We will celebrate VJ Day to mark the end of World War II over the weekend of 15 <sup>th</sup> to 17 <sup>th</sup> August 2025. West Row Historical Society to take the lead on this event. Cllr R Hamill continues to chase grant applications. All is coming together for the planned activities. c. Parish Council Surgeries. Next surgery to take place on Saturday 17th May 2025 from 10:00 to 12:00 – Cllr T Gooch-Taylor Balls and Cllr A Goodenough will attend. Additional surgeries will be on every third Saturday of the month. d. Litter Pick – Provisionally Saturday 13th September 2025 – 10:00 to 12:00.	<b>SK</b>
378	<b><u>Chair and Councillors' reports/suggestion (on the night)</u></b>  Cllr M Peachey has provisionally ordered the Christmas tree from Elveden estate. The Clerk was asked to bring up the recent accident at the Ferry Lane/Eldo Road junction, following a request from a local resident who had contacted the Clerk to inquire whether the Parish Council could act regarding road markings and signage. Clerk will contact Suffolk Highways.	<b>Clerk</b>
379	<b><u>Correspondence and exchange of additional information (at the discretion of the Chair)</u></b>	
380	<b><u>Date of the next meeting</u></b>  To confirm the date of the next meeting, scheduled for Wednesday 21 <sup>st</sup> May 2025.  Meeting closed at 21:20 hours.	