

## DRAFT UNTIL SIGNED

Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on Tuesday 14<sup>th</sup> November 2023 at 7.30pm

## Attendance:

Councillor Gary Peachey	Chair
Ms Jane Spenser	Clerk to the Council
Councillor Alan Vickerage	Vice Chair
Councillor Steve Murrow	
Councillor James Bailey	
Councillor Sue French	
Councillor Anna Petric	
Councillor Philip Haylock	

Members of the Electorate and other attendees:

District Councillor Don Waldron

The Chairman opened the meeting at 7:30pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

5908	<b><u>Apologies and acceptance for absence</u></b>  n/a	
5909	<b><u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u></b>  None were received.	
5910	<b><u>To resolve that the minutes of the meeting of the council held on Tuesday 10<sup>th</sup> October 2023 are a true and correct record.</u></b>  It was resolved that the minutes of the meeting on 10 <sup>th</sup> October 2023 were a true and correct record. The minutes were signed by the Chair.	
5911	<b><u>Progress Reports for information:</u></b>  <b>a. Clerk including urgent decisions taken since the last meeting.</b> Appendix E attached. The addition of a street lighting repair quote from SCC received and approved for payment at the cost of £402.64+vat for the unit 132 on Holmsey Green. The current light is obsolete and will be replaced with upgraded LED lantern.	

Signed by Chair of meeting: .....

Date signed: .....

	<p><b>b. The Beacon</b> For the next edition information is needed now for Remembrance Sunday, Santa Sleigh and timings for the carol service along with Clerk's report for the Dec/Jan.</p>	
5912	<p><b><u>Public participation session (15 minutes) to include Police, District and County Councillors Reports.</u></b></p> <p><b>a. Squadron Leader Andy Bell – RAF Mildenhall</b> As notified last month, recent world events have led to an increase in the operational tempo and so you may notice additional aircraft arriving to ease the short-term burden on Mildenhall based squadrons.</p> <ul style="list-style-type: none"> <li>- There is a NATO 'Tanker Symposium' at RAF Mildenhall 14-17th November which is mainly people based but potentially you may see unusual tanker aircraft parked on the ramp.</li> <li>- Airfield will be closed to routine (but not operational) flights for Thanksgiving 23rd to 26 November 2023 inclusive, and Martin Luther King Day 12th -15th January 2024 inclusive.</li> <li>- Likely to be reduced flights over Christmas period 17th December 2023 to 2nd January 2024.</li> <li>- Planning starting to celebrate RAF Mildenhall's 90th Anniversary on 16th October next year. We are keen that celebrations reflect our legacy and links into the local community so holding an initial discussion and deconfliction session Thursday 16th November.</li> </ul> <p><b>b. Councillor Colin Noble – Suffolk County Council</b> The Rows report from Councillor Noble previously circulated to Parish Councillors ahead of the meeting.</p> <p><b>c. Councillor Don Waldron – West Suffolk Council</b> Present for the meeting, nothing to report.</p>	
5913	<p><b><u>To consider planning applications</u></b></p> <p>DC/23/1667/HH – Householder planning application – a. two storey side extension (following demolition of existing conservatory) b. seven dormers to existing roof. 14 Clements Way, Beck Row, IP28 8AB <b>Support.</b></p> <p>DC/23/1405/VAR – Planning application - application to vary conditions 2 (approved plans), 4 (cycle storage), 6 (biodiversity enhancement measures), 8 (details of boundary treatment) and 11 (NIA - mitigation) of application DC/21/2310/FUL for a.one dwelling; b. vehicular access as amended by plans received 22 October 2023. Land Adjacent to Georgia House, Poplar Estate, Beck Row. <b>Previous objections still stand.</b></p>	

Signed by Chair of meeting: .....

Date signed: .....

	DC/23/1710/VAR - Planning application - variation of conditions 2, 6, 10, 13 and 14 of DC/23/0454/FUL to allow for use of amended plans for one dwelling. Land Adjacent to 72 The Street Holywell Row. <b>Support</b>	
5914	<p><b><u>Finance:</u></b></p> <p><b>a. To receive for information the bank reconciliations -</b></p> <p>Appendix A and Appendix B - Reconciliation of Parish Council and Parish Hub bank accounts, previously circulated to members ahead of meeting, for the month ending October 2023 were received.</p> <p><b>b. To approve payments -</b></p> <p>i. Parish Council – appendix C ii. Parish Hub - appendix D</p> <p>Payments were approved and authorised for payment. Appendix items can be found in the minute folder with signed minutes relating to this meeting.</p> <p><b>c. To consider and approve grant request from</b></p> <p>The grant for grounds maintenance of £250.00 was approved to Beck Row Methodist Church under Section 137. The graveyard being maintained is important for the residents visiting the graveyard.</p>	
5915	<p><b><u>To discuss and approve the purchase of pond safety equipment (appendix F)</u></b></p> <p>The quotes were reviewed and discussion had regarding the suitability of the life rings. It was agreed that potentially signage may be more appropriate. The Clerk will consult the insurance company as to their suggested requirements and come back to the councillors with the response.</p>	Clerk
5916	<p><b><u>To discuss details and timings for Santa Sleigh event 2023</u></b></p> <p>The Sleigh will be leaving Aspal Lane Nursery at 4pm on Friday 22<sup>nd</sup> December and will take the same route as the previous year. Councillor Haylock will purchase sweets.</p>	
5917	<p><b><u>To update on progress of the Parish Hub. To further consider and approve quotes for redecoration.</u></b></p> <p>Further clarification is required regarding details on the 3 quotes received before deciding. The Clerk will contact the quote providers.</p>	Clerk

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5918	<p><b><u>To discuss a date and committee members for proposed Family Fun Day 2024</u></b></p> <p>It was decided to proceed with Saturday 8<sup>th</sup> June 2024. Councillor Petric will work with the Clerk in making plans for the day.</p>	<p>Clerk</p> <p>Cllr Haylock left the meeting 8.55pm</p>
5919	<p><b><u>To discuss the initial quotation received regarding Toc-H Cycle Park plans</u></b></p> <p>It was discussed the quote received was reasonable, 2 further quotations will be sought before proceeding with the works.</p>	
5920	<p><b><u>To discuss date, timings and volunteers to put up Parish Christmas trees</u></b></p> <p>The trees arrive at the Parish Hub on Friday 1<sup>st</sup> December. Councillor Peachey and Councillor Bailey will put the trees up on Saturday 2<sup>nd</sup> December.</p>	<p>Cllr Peachey Cllr Bailey</p>
5921	<p><b><u>Matters for next meeting</u></b></p> <p>Youth shelter Santa Sleigh Cycle track Budget 24/25</p>	
5922	<p><b><u>Date of next meeting</u></b></p> <p>To confirm the date of the next meeting is Tuesday 12<sup>th</sup> December 2023. This will be held at St John's Church Hall.</p>	
	<p><b>Meeting closed – 9.16pm</b></p>	

Signed by Chair of meeting: .....

Date signed: .....

Nov 2023 meeting  
Appendix A

**BECK ROW PARISH COUNCIL**

**BANK RECONCILIATION October 23**

**Balance on 01 Oct 2023 - £75812.95**

**Receipts**

**Payments**

<u>Date</u>	<u>Details</u>	<u>££</u>	<u>Date</u>	<u>Details</u>	<u>Gross</u>	<u>VAT</u>	<u>Net</u>
05.10.23	ASTCO RECYCLING	3.00	04.10.23	JS SALARY (SEP)	977.60		977.60
31.10.23	500025 PAID IN (SALE OF HP)	70.00	04.10.23	TB SALARY (SEP)	300.00		300.00
			04.10.23	TB MILEAGE	19.40		19.40
			04.10.23	TB EXPS FOREST HEATH FASTNERS	3.89	0.65	3.24
			04.10.23	TB EXPS FOREST HEATH FASTNERS	26.03	4.34	21.69
			04.10.23	TB EXPS FUEL FOR EQPT	27.40	4.57	22.83
			09.10.23	BT	54.18	9.03	45.15
			11.10.23	PKF LITTLJOHN	504.00	84.00	420.00
			11.10.23	IMPRESS EXPRESS	72.00	12.00	60.00
			11.10.23	HAGS	186.36	31.06	155.30
			11.10.23	CRAIG NORMAN	1,175.00		1,175.00
			11.10.23	A J GALLAGHER (INS)	3,289.44		3,289.44
			17.10.23	SERVICE CHGS	7.00		7.00
			18.10.23	WEST ROW PARISH COUNCIL (SOLAR PANEL)	380.88		380.88
	<b>Total</b>	<b>73.00</b>		<b>Total</b>	<b>7,023.18</b>	<b>145.65</b>	<b>6,877.53</b>

**Balance on 31 October 2023 - £68862.77**



November 2023  
Appendix C

<b>Payments - Parish Council Nov 2023</b>					
<b>Date</b>	<b>status</b>	<b>Details</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
10.10.23	DD	LLOYDS BANK - CHGS	£7.00		£7.00
13.10.23		HAGS (ZIP WIRE SEAT PAD)	£148.56	£24.76	£123.80
18.10.23	PAID	WEST ROW PARISH COUNCIL SOLAR PANEL	£380.88		£380.88
19.10.23		ROYAL BRITISH LEGION (WREATHS X3)	£60.00		£60.00
01.11.23	PAID	PARISH KEEPER (OCT)	£372.00		£372.00
01.11.23	PAID	PARISH KEEPER (MILEAGE)	£14.40		£14.40
01.11.23	PAID	CLERK (OCT SALARY)	£1,069.76		£1,069.76
02.11.23	PAID	HMRC (PAYE, QTR 2)	£264.66		£264.66
06.11.23	DD	BT	£54.18	£9.03	£45.15
08.11.23		FRESHAIR FITNESS (OUTDOOR GYM REPAIRS)	£148.08	£24.68	£123.40
12.11.23		ELANCITY (SPEED SIGN)	£2,267.99	£378.00	£1,889.99
		<b>Total</b>	<b>4,787.51</b>	<b>436.47</b>	<b>4,351.04</b>
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

Nov 2023 meeting  
Appendix D

<b>Payments - Parish Hub Nov 2023</b>					
<b>Date</b>	<b>status</b>	<b>Details</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
10.10.23		WAVE - REVISED INV. JUN-SEP	£215.68	£18.11	£197.57
16.10.23		GP BUILDING SERVICES (1ST PHASE)	£3,120.00	£520.00	£2,600.00
25.10.23	DD	TOTAL ENERGIES	£106.58	£5.07	£101.51
07.11.23		GP BUILDING SERVICES (2ND PHASE)	£3,180.00	£530.00	£2,650.00
		<b>Total</b>	<b>6,622.26</b>	<b>1,073.18</b>	<b>5,549.08</b>
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				






## CLERKS REPORT

### November 2023 meeting

- 2 letters delivered regarding overgrown hedges across public footpaths. In accordance with section 154 of The Highways Act 1980.
- Email received from parish resident regarding the road surface condition of Skeltons Drove and problems obtaining land owner details. Advised to contact District Councillor for further assistance in this.
- Lloyds Bank savings account closed, £9865.17 transferred to The Cambridge Building Society account. This was agreed at a financial meeting in 2022. There is now only the one savings account.
- Christmas trees ordered from Rougham Estates. They will be delivered on 1<sup>st</sup> December to Beck Row Parish Hub.
- Quotes for toc-h land shelter are going to be obtained but require me to contact each company as prices are not displayed online. I will get on to this.
- Response provided to West Suffolk Council regarding the interest of this Parish Council regarding the decarbonisation funding re the streetlights. They have confirmed receipt of interest/application document.
- Email sent to Councillor Noble regarding funding/grant towards Village Gateways. A response received that this isn't really an option.
- I've now completed and successfully passed 4 units of CiLCA with the one remaining unit of Finance which I must complete by early February. My working hours on Thursday are usually dedicated to CiLCA.
- Streetlights – 2 reports of lights not working Unit 109 on Oak Drive and Unit 102 on Aspal Lane. Mr Gardener and I are still working together on the streetlights. He has reported both faults to SCC for repair.
- ONE QUESTION – Can you please consider the renovation of the Parish notice boards in Holywell Row and Kenny Hill along with potentially considering moving the Kenny Hill board on to the land near the church? It's also leaning backwards, potentially rotting. You may want to consider if you still want to use the Parish notice boards at all? From feedback I understand they are still a reliable source of information for certain residents.

### Pond Safety Equipment

Common sense when visiting any body of water must be implemented by residents and visitors. The village pond is not for water based activities, nor bathing. Young children should not be left unaccompanied at any time and it is the responsibility of the responsible adult in charge to maintain their safety at all times. The Parish Council accepts no liability for any unsuitable behaviour that lead to accidents and injuries.

<p><b>Lifebuoysdirect.co.uk</b></p> <p>Priced with 1.5m pole. 24" life buoy</p>		<p>£197.50 + vat</p> <p>£23.99 delivery</p>
<p><b>Glasdon.com</b></p> <p>Priced with armotec coated underground post.</p>		<p>£310.49 + vat</p> <p>£12.50 delivery + vat</p>
<p><b>Seton.co.uk</b></p> <p>Not clear if this contains the lifebuoy or if that would need to be purchased separately.</p>		<p>£359.39 + vat</p> <p>£5.99 delivery</p>

These unit seem to become very complicated. The easiest site to navigate and achieve the required result is certainly lifebuoysdirect.com also offering the best price. It would potentially be sensible to consider some signage for the area as well.