

DRAFT UNTIL SIGNED

Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on Tuesday 6th February 2024 at 7.00pm

Attendance:

Councillor Gary Peachey Chair
 Ms Jane Spenser Clerk to the Council
 Councillor Alan Vickerage Vice Chair
 Councillor Sue French
 Councillor Philip Haylock

Members of the Electorate and other attendees:

0 members of the electorate in attendance.
 Squadron Leader Andy Bell
 District Councillor Don Waldron and
 PC Andrew Green – Community Policing Officer

The Chairman opened the meeting at 7:10pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

5952	<u>Apologies and acceptance for absence</u> Councillor Murrow, Councillor Petric and Councillor Bailey	
5953	<u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u> None were received.	
5954	<u>To resolve that the minutes of the meeting of the council held on Tuesday 9th January 2024 are a true and correct record.</u> It was resolved that the minutes of the meeting on Tuesday 9 th January 2024 were a true and correct record. The minutes were signed by the Chair.	
5955	<u>Progress Reports for information:</u> a. Clerk including urgent decisions taken since the last meeting. Appendix E – attached with minutes. b. The Beacon Everything by 14 th March for the next edition.	

Signed by Chair of meeting:

Date signed:

5956	<p><u>Public participation session (15 minutes) to include Police, District and County Councillors Reports.</u></p> <p>a. Squadron Leader Andy Bell – RAF Mildenhall Busy operational focus & amp; mindset remains. Ospreys still grounded we are trying to re-energise dialogue with West Suffolk District Council re future infra projects: (The new SOW ‘Campus’ should start in 2025, On-Base Housing in 2027 plus potentially new West Row Gate later in 24/early 25) <u>Base Exercises:</u> - 15 Feb, Active Shooter - Early May, 2 week readiness exercise, dates TBD. New 352 Special Operations Wing Commander arrives this summer – Colonel Adam Moore (vice Col McGill) New 48 Fighter Wing Commander/RAF Lakenheath 1-Star General also arrives this summer but nfd atm. <u>Dates for diary:</u> 9 May: Joan Mann Day 17 Aug: US Air Force Ball. 1940s themed. 16 Oct: 90th Birthday. Comet can’t land sadly but hoping to have display at some point this year.</p> <p>b. PC Andrew Green – Community Policing Officer PC Andrew Green attended to introduce himself as the Community Policing Officer for this Parish. His aim is to be visible and present in the area. He is attending the Primary School frequently during drop off and pick up times. He is keen to be involved in local activities that are planned. He covers Beck Row, Lakenheath and part of Brandon.</p> <p>c. Councillor Colin Noble – Suffolk County Council Not present, no report at this time.</p> <p>d. Councillor Don Waldron – West Suffolk Council Anglian Water will be starting to investigate works at the junction of Wildmere Lane with a view to changing the pumping station. The Decarbonisation Grant update is underway, the condition reports have been requested.</p>	
5957	<p><u>Statutory business</u></p> <p>Council members resolved that the Parish Council meets the conditions of eligibility set out in the Schedule to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, thereby enabling it to use the General Power of Competence. This will remain valid until the annual meeting following the next ordinary election in May 2027.</p>	

Signed by Chair of meeting:

Date signed:

5958	<p><u>To consider planning applications</u></p> <p>DC/23/2092/OUT - Outline planning application (means of access to be considered) – eight dwellings. Land South Of Queens Close, Beck Row Suffolk. Support</p> <p>DC/24/0134/HH - Householder planning application – detached two bay cart lodge. 31 Holmsey Green, Beck Row. Support</p>	Clerk
5959	<p><u>Finance:</u></p> <p>a. To receive for information the bank reconciliations -</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 January 2024 were received.</p> <p>b. To approve payments -</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>	
5960	<p><u>To approve and adopt circulated policies</u></p> <p>It was resolved to adopt the listed policies –</p> <p>Health & Safety Internet Banking Lone Banking Playground Play Areas Risk Management Procurement</p> <p>The policies will be reviewed annually.</p>	
5961	<p><u>To consider and approve carrying out machinery servicing for Parish equipment.</u></p> <p>It was resolved to proceed with Andy Stevens carrying out the servicing required to all Parish equipment in preparation for Spring growth and grass cutting season. The Parish Keeper will liaise with Mr Stevens regarding collection of the equipment on a suitable date.</p>	Clerk

Signed by Chair of meeting:

Date signed:

5962	<p><u>To discuss further updates on the Family Fun Day 2024 alongside 90th Anniversary RAF Mildenhall</u></p> <p>The Clerk has secured bookings for a significant amount of family activities including a climbing wall and mobile laser tag along with inflatables and mini golf. An event plan will continue to be put together and added to. Councillor Peachey and Councillor Haylock will put together a classic car parade/show. Councillor Petric will do a scale map for the Clerk to add to the event plan. Further promotion of the event will go into the next Beacon and online.</p> <p>The event is set to run from 12pm – 4pm followed by evening entertainment taking place at The Kings Head in Beck Row. The Clerk will be discussing further details with the landlords of the Kings Head. Councillor Haylock will make contact with and find out pricing for live bands.</p> <p>In conjunction with this but not related to the day – The annual Easter Egg hunt being held on Saturday 30th March will be based on the theme of the Mildenhall to Melbourne Air Race of 1934. Councillor Petric will work with the Clerk to prepare for the day. Potential timings for Easter Egg collection will be 10am-2pm at the Parish Hub.</p>	<p>Clerk Cllr Peachey Cllr Haylock Cllr Petric</p>
5963	<p><u>To discuss further quote/s received for the Cycle Park/Track</u></p> <p>Councillor Peachey has obtained a second quotation for the cycle park build. A third is required before a decision can be made. Councillor Peachey and Councillor Haylock will aim to have a final quote before the next meeting.</p>	<p>Cllr Peachey Cllr Haylock</p>
5964	<p><u>To discuss quote for CCTV on Toc-H land</u></p> <p>A quote has been prepared from All Time Alarm Solutions Ltd. The quote is £3155.27 plus vat. At this present time the council resolved to not proceed with installation of CCTV. It will be reviewed again later in the year following the installation of the youth shelter. Many factors were considered and discussed around the need for CCTV including consulting local crime statistics before reaching this decision.</p>	
5965	<p><u>Matters for next meeting</u></p> <p>To discuss moving the meeting to 7.30pm To discuss moving the meeting to the 1st Tuesday of month</p>	
5966	<p><u>Date of next meeting</u></p> <p>To confirm the date of the next meeting is Tuesday 12th March 2024.</p>	
5967	<p><u>Meeting closed – 8.59pm</u></p>	

Signed by Chair of meeting:

Date signed:

BECK ROW PARISH COUNCIL

BANK RECONCILIATION January 24

Balance on 01 Jan 2024 - £65,343.52

Receipts

Payments

<u>Date</u>	<u>Details</u>	<u>££</u>	<u>Date</u>	<u>Details</u>	<u>Gross</u>
12.01.24	Scarrow	99.00	04.01.24	BT	56.36
12.01.24	Luff	49.50	16.01.24	SERVICE CHGS	8.70
15.01.24	Young	49.50	17.01.24	SLCC	183.00
16.01.24	Higson	49.50	17.01.24	HMRC PAYE	96.53
16.01.24	Daniel	49.50	22.01.24	ICO	35.00
19.01.24	Malone	99.00	31.01.24	PK SALARY	450.00
19.01.24	Oakley	50.00	31.01.24	PK MILEAGE	18.40
			31.01.24	PC SALARY	1,049.40
			31.01.24	AC SALARY	400.00
	Total	446.00		Total	2,297.39

Balance on 31 January 2024 - £63,492.13

BECK ROW PARISH HUB

BANK RECONCILIATION January 2024

Balance on 01 January - £26,960.05

Receipts

Payments

<u>Date</u>	<u>Details</u>	<u>££</u>	<u>Date</u>	<u>Details</u>	<u>Gross</u>
03.01.24	B CARTER	1,029.60	10.01.24	S DODD	3,580.00
24.01.24	L JAMES	72.00	17.01.24	ANGLIAN WATER	84.00
25.01.24	EAST OF ENG	54.00	25.01.24	TOTAL ENERGIES	301.73
30.01.24	C GAMMON	42.00			
	Total	1,197.60		Total	3,965.73

Balance on 31 January 2024 - £24,191.92

February 2024
Appendix C

Payments - Parish Council Feb 2024					
Date	status	Details	Gross	VAT	Net
22.01.24	DD	ICO - DATA PROTECTION FEE	£35.00	£0.00	£35.00
22.01.24	PAID	SERVICE CHGS	£8.70	£0.00	£8.70
31.01.24	PAID	PC SALARY	£1,049.40	£0.00	£1,049.40
31.01.24	PAID	AC SALARY	£400.00	£0.00	£400.00
31.01.24	PAID	PK SALARY	£468.40	£0.00	£468.40
06.02.24		SCC - LED LANTERN UPGRADING (PHASE 1)	£16,244.40	£2,707.40	£13,537.00
06.02.24		SCC - LED LANTERN UPGRADING (UNIT 77 LAMBLE)	£544.49	£90.75	£453.74
06.02.24	DD	BT	£54.18	£9.03	£45.15
06.02.24		CRAIG NORMAN (BEACON PRINTER)	£1,205.00	£0.00	£1,205.00
		Total	£20,009.57	£2,807.18	£17,202.39
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

Feb 2024 meeting
Appendix D

Payments - Parish Hub February 2024					
Date	status	Details	Gross	VAT	Net
25.01.24	DD	TOTAL ENERGIES	£301.73	£14.37	£287.36
01.02.24		CLEAN BEES (DEEP CLEAN 6 HRS X 2 PPL)	£150.00	£0.00	£150.00
06.02.24		P.STOKES PLUMBING	£72.00	£0.00	£72.00
06.02.24		S&D DECORATING (SNAGGING)	£190.00	£0.00	£190.00
06.02.24		HD FLOORING (FINAL)	£4,431.00	£0.00	£4,431.00
		Total	5,144.73	14.37	5,130.36
	Signed:				
	Print Name:				
	Date:				
	Signed:				
	Print Name:				
	Date:				

CLERKS REPORT

February 2024 meeting

- Bookings for the Hub are now coming in. Enquiries for regular and one off bookings. We will reopen the Hub once a week for the 'Warm Rooms' again shortly but I'm hoping to work this in with the Suffolk Libraries Local initiative so as yet haven't set a day.
- The Clerk had to make the decision to have a plumber out to attend to the leaking cold water pipe in the boiler room of the Hub so that the flooring could be finished. This was fixed and the floor dried out so the new flooring could go down.
- Time has been spent making arrangements for the Family Fun Day. Bookings are in place for licensed professionals, including staffed equipment for –
Climbing Wall
Mobile Laser Tag
Mini Golf
Inflatables to include Slide, castles, assault course.
Toddler zone inflatables and ball pool
Face Painter
Penalty Shoot Out
Food van
Ice cream van
This will run from 12pm-4pm on the Toc-H/Football Club area. Evening entertainment will follow at The Kings Head. Discussions underway with Gemma and Will on this so will report more once concluded. I will write up an Event Plan with more information before the next meeting.
- Councillor Bailey and myself are still adding to the website, if anyone else would like to be involved with content adding it would be helpful.
- A resident has asked if we will be reinstating the Parish notice board at Lamble Close.

- **STREETLIGHTS –**

In contact with West Suffolk Council and Suffolk County Council regarding the decarbonisation grant funding. SCC will be conducting a full condition report during this month and providing WSC with their findings. I will be submitting any paid invoices to WSC for upgrades to streetlighting that the Parish Council has undertaken since April 2022. In the interim, as agreed by the Parish Council, any upgrades that need to be done due to failed lighting will go ahead.