

## DRAFT UNTIL SIGNED

**Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on Tuesday 9<sup>th</sup> April 2024 at 7.30pm**

## Attendance:

Councillor Gary Peachey      Chair  
 Ms Jane Spenser              Clerk to the Council  
 Councillor Alan Vickerage      Vice Chair  
 Councillor Sue French  
 Councillor Steve Murrow  
 Councillor Philip Haylock  
**Councillor Gary Harrison (7.40pm)**

Members of the Electorate and other attendees:

3 member of the electorate in attendance.  
 Squadron Leader Andy Bell  
 PC Andrew Green – Community Policing Officer  
 Councillor Roger Dicker – West Suffolk Council Chair

The Chairman opened the meeting at 7:33pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

5985	<b><u>Apologies and acceptance for absence</u></b>  Councillor Bailey and Councillor Petric	
5986	<b><u>To resolve the Co-Option of council members</u></b>  All council members resolved to Co-Opt the two applicants by a show of hands. Councillor Harrison joined the remainder of the meeting. Councillor Stannard will attend from the May meeting.  <b>Councillor Harrison joined the meeting 7.40pm</b>	
5987	<b><u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u></b>  None were received.	
5988	<b><u>To resolve that the minutes of the meeting of the council held on Tuesday 12<sup>th</sup> March 2024 are a true and correct record.</u></b>  It was resolved that the minutes of the meeting on Tuesday 12 <sup>th</sup> March 2024 were a true and correct record. The minutes were signed by the Chair.	

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5989	<p><b><u>Progress Reports for information:</u></b></p> <p><b>a. Clerk including urgent decisions taken since the last meeting.</b> Appendix F – attached with minutes.</p> <p><b>b. The Beacon</b> 15.05.24 is the cut off for the next edition. Councillor French will ask Councillor Petric to write a report regarding the Easter Egg Hunt.</p>	
5990	<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></p> <p><u>RAF Mildenhall – Local Council Report – April 2024</u></p> <p>Operational focus remains paramount and is impacting on capacity to take on non-essential tasks: visits in being scoped back considerably. After a low-level meeting last month with WSDC Planners, US Leaders still hoping to meet with West Suffolk District Council Forum late May to discuss a range of issues including future infra projects on-base and local housing availability/cost. Current road conditions, particularly pot-holes and the condition of Eriswell Road remain of concern. The RAF Mildenhall Security Team considering ways to improve traffic flow in and out of the Base in order to ease traffic flow issues on local roads. As part of that, RAF Mildenhall intends to start opening Gate 20 (opposite the Child Development Centre – What3words awestruck.loose.lemons) between 1600-1730 daily to release traffic west-bound (towards Ely) onto the A1101. Base Exercise 07-17 May: 2-week readiness exercise. Expect unusual sights and sounds, including public address system messages.</p> <p>Dates for diary: 9 May: Joan Mann Day 17 Aug: US Air Force Ball 16 Oct: 90th Birthday.</p> <p><b>b. PC Andrew Green – Community Policing Officer</b></p> <p>Reports of anti-social behaviour near Barleycorn Way. PC Green is in the process of dealing with those involved. He has no serious crimes to report. He has once again been out with the speed gun as more of a deterrent than anything else. Councillors brought to the attention of PC Green the coursing of deer that is taking place on the fields. PC Green will investigate this. Councillor Vickerage and fellow Councillors acknowledged the increase of local policing and how that is appreciated and visible.</p> <p><b>c. Councillor Colin Noble – Suffolk County Council</b></p> <p>Nothing to report at this time.</p>	

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	<p><b>d. Councillor Don Waldron – West Suffolk Council</b></p> <p>Nothing to report at this time.</p> <p><b>e. Councillor Roger Dicker – West Suffolk Council Chair</b></p> <p>Councillor Dicker introduced himself. He would like to improve connections between town and parish councils with West Suffolk Council. He is always keen to hear from residents and council members with any issues they would like addressed.</p>	
5991	<p><b><u>To consider planning applications</u></b></p> <p><b>DC/24/0448/HH</b> – Installation of air source heat pump. 27 Aspal Lane, Beck Row. <b>SUPPORT</b></p>	<b>Clerk</b>
5992	<p><b><u>Statutory business</u></b></p> <p>a. Review of Internal Control for year ending 31 March 2024 <b>APPENDIX G</b></p> <p>The Internal Control document was received and reviewed by council members ahead of the meeting. The Chair and the Clerk signed the internal control during the meeting. The minute reference was noted.</p> <p>b. Annual review of Financial Regulations <b>APPENDIX H</b></p> <p>The Financial regulations were circulated to council members ahead of the meeting for consideration. The council members resolved to adopt the revised regulations for 2024-25.</p>	
5993	<p><b><u>Finance:</u></b></p> <p><b>a. To receive for information the bank reconciliations -</b> 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 March 2024, 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>	

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5994	<p><b><u>To approve and adopt circulated policies</u></b></p> <p>It was resolved to adopt the listed policies –</p> <p>Subject Access Request (SAR) SAR Procedure Training &amp; Development Vexatious Complaints Volunteer</p> <p>The policies will be reviewed annually.</p>	
5995	<p><b><u>To discuss Beacon lighting on 6<sup>th</sup> June 2024, 9.15pm</u></b></p> <p>Councillor Peachey has been discussing service times with St John's Church, this is yet to be confirmed. Councillor Murrow will take on the Beacon lighting with Councillor Haylock. Three wreaths will be ordered for laying at St John's Church War Graves, Kenny Hill War Memorial and Beck Row War Memorial. Timings for wreath laying are expected to be –</p> <p>Kenny Hill – TBC Beck Row – 8.00pm St John's Church – 8.30pm</p>	
5996	<p><b><u>To discuss notice boards including Lamble Close</u></b></p> <p>It was resolved to allow a budget of £1000.00 from general reserves to source 3 new boards to replace the boards at Holywell Row and Kenny Hill and to site a new board in Lamble Close. The council members agreed for the Clerk to source the boards and discuss installation with the Parish Keeper.</p>	
5997	<p><b><u>To receive report from the Easter Egg Hunt 2024</u></b></p> <p>Councillor Peachey reported that this year was the most successful yet. 200 Easter Eggs were purchased this year and they were all collected. The craft tables were very popular at the Hub. Young and old all enjoyed the refreshments available and sat down to watch an Easter Film. Fantastic feedback from those completing the trail around the Aspal Close Reserve. Once the eggs were gone there were still people wishing to complete the trail regardless of no eggs.</p> <p>Two serving USAF from RAF Mildenhall and RAF Lakenheath attended on the day to volunteer their time which was a great help.</p>	
5998	<p><b><u>To discuss plans for Love Your Village Day, 27<sup>th</sup> April 2024</u></b></p> <p>Supplies of bin bags, gloves and equipment will be available for collection from the Parish Hub at 2pm.</p>	

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	<p>Councillor Haylock will collect any rubbish that needs transporting after the event.</p> <p>PC Andrew Green will enquire if any police cadets are available to help out.</p>	
5999	<p><b><u>Matters for next meeting</u></b></p> <p>Nothing at this time.</p>	
6000	<p><b><u>Date of next meeting</u></b></p> <p>To confirm the date of the next meeting is Tuesday 14<sup>th</sup> May 2024 this will be the Annual Parish Council Meeting.</p>	
6001	<p><b>Meeting closed – 8.22pm</b></p>	

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