

DRAFT UNTIL SIGNED

**Minutes of the Beck Row, Holywell Row & Kenny Hill Parish Council Meeting held on
Tuesday 14th October 2025 at 7.30pm**

Attendance:

Councillor Gary Peachey	Chair
Councillor Sue French	Vice Chair
Ms Jane Spenser	Clerk
Councillor Philip Haylock	
Councillor Jamie Howard	
Councillor Paul Stannard	
Councillor Alan Vickerage	

Members of the electorate and other attendees:

9 members of the electorate

The Chair opened the meeting at 7:30pm.

A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

6253	<u>Apologies and consent to acceptance for absence</u> Apologies received requiring consent from Cllr Gary Harrison, Cllr James Bailey and Cllr Steve Murrow. Apologies accepted. Other apologies received from West Suffolk Cllr Don Waldron and PC Scott Cameron.	
6254	<u>To receive member's declaration of interest and dispensations relating to items in this agenda.</u> None were received.	
6255	<u>To resolve that the minutes of the meeting held on Tuesday 9th September 2025 are a true and correct record.</u> It was resolved that the minutes of the meeting on Tuesday 9 th September 2025 were a true and correct record. The minutes were signed by the Chair.	
6256	<u>Progress reports for information</u> a. Chair's report The Chair reported that he is in the process of making the door for the phone kiosk.	

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b.	<p>Clerk's progress report on previous agenda items – Appendix J (circulated to Council Members ahead of the meeting)</p> <p>1) Wreaths have been received for Remembrance Day. They will be written and laminated for Saturday 8th at Kenny Hill and Sunday 9th at Lamble Close and War Graves, St John's Church. Please ensure they are fixed to the war memorials shortly after the events and not left as they will blow away and make a mess.</p> <p>2) Christmas trees have been ordered and confirmation received that delivery will take place on Friday 28th November 2025.</p> <p>3) I have asked Councillor Noble to investigate the matter of the Pop Up Library provision being cancelled, bearing in mind that this was S106 funding for Beck Row. Have received a response advising that the funds will be used to enhance the library provision at Mildenhall. There were significant funds to run the provision at the Parish Hub for a number of years with the Hub providing free refreshments during the weekly slot.</p> <p>4) The Parish Hub has bookings over the weekends again throughout October as it did in September. There have also been several viewings with interest in weekly bookings for various clubs/event days. There are bookings in place right up to May 2026. Thanksgiving is booked as is Christmas Day. The new CCTV is very helpful and provides notification when vehicle/human detection is made, which is useful when I have nearly forgotten to turn up to unlock or if a booker is early.</p> <p>5) For information, following consultation with the members of the Delegation Panel (WSC) on Tuesday 7th October 2025 regarding DC/25/0932/HH and DC/25/0933/LB, location: Harvest Barn, Holywell Farm, Holywell Row. The case officer was minded to grant the application.</p> <p>6) I have had 2 volunteers come forward who are interested in getting involved with the renovation of the phone box.</p>	
c.	<p>The Beacon – Cllr French</p> <p>Cut off for entry in next edition (Dec-Jan) is 14th Nov 2025. Any Christmas entries please send them in for that edition.</p>	
6257	<p><u>Public participation session (15 minutes) to include Police, District and County Councillors' Reports.</u></p> <p>A speech was read out by the Mother of Summer Moxom who attended the Parish Council meeting with her family to represent those in need of wheelchair accessible play equipment in local parks. Council Members were very impressed with Summer's words and Cllr French suggested that the speech should go in the next Beacon magazine. Cllr Haylock asked Summer for suggestions of parks</p>	Cllr Philip Haylock arrived 7.34pm

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	<p>where the Councillors could see similar equipment in use and could then consider plans for future additions in the local play area. Cllr Peachey thanked Summer and confirmed the Parish Council will take her words seriously when looking at purchasing new play equipment.</p> <p>Councillor Colin Noble – Suffolk County Council</p> <p>a. No report received.</p> <p>Councillor Don Waldron – West Suffolk Council</p> <p>b. Apologies received, any matters for his attention please do get in touch.</p> <p>PC Scott Cameron – Community Policing</p> <p>c. On the 9/10/2025, myself, roads policing, military defence police and the RAF Mildenhall security forces teamed together and spent over 4 hours at the RAF base exit point near to the Bird in Hand. We checked over 80 vehicles who were exiting the area. All drivers who were stopped were insured on their vehicle. There were other issues that were addressed at the time, including tinted windscreens, lights and tyre checks. Several vehicles were noted to be unroadworthy and were dealt with at source.</p> <p>Since this event I have already engaged with other units to create a plan moving forward. More details to follow on this at the next meeting.</p> <p>I'm still keen to get a community speed watch up and running. Hopefully, the meeting with West Row Parish Council this past weekend will encourage people to come forward.</p> <p>Illegal green Lanning is still an issue and I have spoken to the police officer who is dealing with this. Again, this is not an isolated incident and is occurring in other villages around the area.</p> <p>I have decided that a police input into the Beacon magazine would be beneficial. I spoke to Cllr Philip Haylock and will get that organised. The main points will be around crime trends, things to look out for, winter prevention tips and road safety.</p>	
6258	<p><u>Planning matters</u></p> <p>DC/25/0618/FUL Re-Consultation in respect of a planning proposal – nine dwellings (following demolition of existing dwellings) as amended by plans received 22 July 2025. Location: Land off Aspal Hall Road, Beck Row. SUPPORT</p> <p>No change to the previous response which was in support of the application. It is an improvement to the area.</p>	Clerk
6259	<p><u>Governance and Finance</u></p>	

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<p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p>	<p>To receive and approve the bank reconciliations - 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 September 2025, were received and approved.</p> <p>To approve payments - i. Parish Council - Appendix C ii. Parish Hub - Appendix D</p> <p>Approved and authorised for payment. Appendix items can be found in the minute folder with signed minutes relating to this meeting.</p> <p>To receive the budget comparison for Qtr 2 25-26 Appendix E</p> <p>The budget comparison was circulated ahead of the meeting. No further comments were made to the information submitted. The Parish Council is in a good position and on track with this year's budget.</p> <p>To receive and approve the IT Policy – Appendix F</p> <p>The IT Policy was circulated ahead of the meeting. The policy was approved and adopted.</p> <p>To receive a grant application from St John's (Summer activities 2026) – Appendix K</p> <p>The grant application was circulated ahead of the meeting. The grant was approved for payment.</p>	
6260	<p><u>To receive and discuss the Operational Play Inspection and relevant quotations for the pirate ship and zip wire following repairs carried out in September – titled as Appendix G 1-4</u></p> <p>The inspection report was circulated to Council Members ahead of the meeting. This was an Operational Inspection which took place by Creative Play when on site carrying out previous repairs in September. This report highlighted further essential repairs.</p> <p>The pirate ship and the zip wire are valuable pieces of equipment. Financially, the pirate ship was a one-off purchase that is unlikely to ever be repeated, and the zip wire is valuable in terms of its popularity.</p> <p>Council members resolved to approve the quotation for further repairs to keep these pieces of equipment in working order for the foreseeable future.</p> <p>Cllr Peachey asked the Clerk if it were possible to discuss any potential modifications to the pirate ship with regards to accessibility for all. The Clerk will speak to Creative Play about this idea.</p>	Clerk

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6261	<p><u>To receive and discuss the solar panel quotation for the Parish Hub and resolve a decision on moving forward with option A or B of the Decarbonisation Grant Fund. Appendix H</u></p> <p>The independent quotation from a local provider for the supply and fitting of solar panels and a battery at the Parish Hub was circulated to Council Members ahead of the meeting. This quotation was discussed and deemed to be a reasonable and fair quotation. Further quotations will be required and Cllr Stannard will contact the Clerk with contacts once obtained.</p> <p>Regarding the decision on option A or B of the Decarbonisation Grant Fund, it was resolved to proceed with option B. Overall, this option provides a more favourable financial position for the Parish Council as well as overall control and ownership of the panels.</p> <p>The Clerk will inform West Suffolk Council of this decision.</p>	Cllr Stannard
6262	<p><u>To review the discussion had following the meeting with West Row Parish Council, Saturday 11th October 2025 to propose ideas or plans moving forward to full council</u></p> <p>Cllr Peachey, Cllr French, Cllr Howard and Cllr Vickerage met with representatives and the Clerk of West Row Parish Council to discuss the potential of a closer working relationship regarding topics such as parish maintenance, events and Speed Watch.</p> <p>The meeting was very positive; Cllr Peachey shared this feedback with the rest of the Council Members.</p> <p>All Council Members were in support of these ideas. The Clerks will discuss and arrange further meetings.</p>	
6263	<p><u>To discuss plans for Parish keeping/grass cutting and the outsourcing quote received – Appendix I</u></p> <p>The outsourced quote received from Top Garden Services was received and discussed. Cllr Haylock felt the quote was very reasonable given it covered a comprehensive 18 cuts a year as well as strimming, weeding and hedge trimming. The quote is under what is budgeted for the 2025/26 financial year.</p> <p>Cllr Peachey discussed the idea of sharing a Parish Keeper with West Row Parish Council. Council Members felt this idea was potentially preferable as it gave the option of a wider range of services as well as the flexibility to not have grass cutting done throughout the whole season if the weather was dry and grass wasn't growing.</p> <p>It was resolved to proceed with discussions with West Row regarding a Parish Keeper and revisit the idea of outsourcing potentially after a trial year of a shared Parish Keeper.</p>	

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	The matter of equipment usage was discussed. As the Parish Keeper is likely to tend to multiple parishes and work on a self employed basis, they would need to have their own Public Liability insurance and use of their own equipment.	
6264	<p><u>To discuss proposed option by West Suffolk Council to take over the landscaping management of Parkside on Aspal Lane</u></p> <p>Following a brief meeting and discussion with the Parks Department of West Suffolk Council, Cllr Peachey discussed the option put forward by West Suffolk Council of the Parish Council taking over the grass cutting, maintenance and tree work on Parkside, Aspal Lane. Many residents have requested the area is returned to its once cared for state with the reinstatement of the moat, hence Cllr Peachey and the Clerk met on site to discuss this option.</p> <p>Council Members would, in principle, support this idea, however Cllr Haylock said that firstly we would need to see a management plan and asked what financial assistance would be available from West Suffolk Council. All Council Members agreed that there are financial implications and a lot of work is required with more equipment than just a mower.</p> <p>The Clerk will discuss these issues with West Suffolk Council and inform the Council Members of the feedback.</p>	Clerk
6265	<p><u>To discuss speeding and initiate Speedwatch campaign</u></p> <p>Cllr Peachey informed the Council Members that West Row Parish Council were interested in working together to initiate the training for Speedwatch.</p> <p>The Clerk has enough volunteers to now submit a request for training. PC Scott Cameron is keen to support this campaign.</p> <p>A member of the public in attendance also volunteered to take part in the Speedwatch training. The Clerk will contact those that have volunteered and speak to West Row regarding a collective training option potentially held at the Parish Hub.</p>	Clerk
6266	<p><u>Confidential matters, resolution to be passed to move into a private session public/press excluded from meeting at this point.</u></p> <p>Resolution passed, private session entered.</p>	
6267	<p><u>Items for consideration for inclusion on the next agenda</u></p> <p>Further solar panels quotation.</p>	
6268	<u>Date of the next meeting</u>	

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	The next meeting is scheduled for Tuesday 11 th November 2025.	
6269	<u>Meeting closed</u> The meeting closed at 9.03pm.	

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