

Pakenham Parish Council
Minutes of an Extraordinary Meeting of the Council
held on Wednesday, 14th August 2024 at 5pm in the Village Hall

Present: Cllr Dorling Vice-Chair, Cllr Bagnell, Cllr Palfrey and Cllr Sargent

No Members of the public were in attendance.

Mrs S Brown (clerk) took the minutes.

Cllr Dorling Vice-Chair welcomed everyone to the meeting.

1. **Record Councillors' apologies for absence:** *Apologies received and accepted from Cllr Davey and Cllr Berry*
2. **Declarations of interest:** *No declarations of interest received.*
3. **Public Forum:** *No members of the public in attendance.*
4. **To consider the approval of the minutes of the last meeting:** *The minutes of the meeting held on 18 July 2024 were approved to be signed as a true record*
5. **To consider template for Church Green Wood Noticeboard:** *The template for the new wording had been circulated to Councillors, Council discussed and all in agreement to go ahead with the updated wording for the noticeboard. All Councillors happy to go ahead with the new noticeboard and for the invoice to be paid if under £250 before the next meeting.*
6. **Correspondence circulated:**
 - i. **Regular information from SALC ebulletins, West Suffolk Community News and Suffolk County Council updates** – *Noted*
 - ii. **SCC Bus Service Funding** – *Noted*
 - iii. **Police and Crime Panel 2023/24 Annual Report** – *Noted*
 - iv. **Telephone message re kebab van** – *Council briefly discussed*
 - v. **Email complaint re kebab van** – *Clerk had responded*
 - vi. **Email possible extension** – *Clerk responded*
 - vii. **Email re Ixworth/Stowlangtoft traffic diversion** – *Council briefly discussed - email forwarded to Cllr Hopfensperger who had made Highways aware*
 - viii. **Email from Thurston PC re mitigation works Beyton in regards flooding** – *Council briefly discussed if any serious plans in regards large scale civil engineering works Pakenham would like to be informed.*
7. **Planning Applications West Suffolk Council Decisions:**
 - i. **DC/24/0894/HH Ferncross, Stow Road, Ixworth – First floor extension:** *Council discussed and highlighted this application was in Ixworth. The Clerk had gone back to the planning officer who had sent it through due to the location being next to Pakenham. All Councillors in agreement they had no objection to the application.*

- ii. **SCC/0086/24/DoR discharge of requirement 3 (1):** Circulated to Councillors briefly discussed and all in agreement no comment.
8. **Finance Report:** The Clerk advised receipt of external auditor report and certificate with: 'no matters have come to our attention giving cause for concern.' The Clerk to complete the Notice of Conclusion of Audit and add to the website. **To consider any payments to be made:** All in agreement for the payment of invoices:
- i. **Crownmobile retreatment of benches £470:** An online payment to be raised for £470
 - ii. **SCC footway extension inv: 9546214 £1339.82:** A payment for £1339.82 to be raised once the works had been completed by Highways
 - iii. **PKF Littlejohn inv: SB20240851 £252 external audit:** An online payment to be raised for £252
9. **Councillors' reports and items for future agenda:** Cllr Dorling advised PFA would like to extend the fencing, including a gate, at the playing field, a representative to address the parish council at the next meeting, to add to next agenda. The possible model railway site was also briefly discussed.
10. **Date of next meeting:** The date of the next scheduled meeting was confirmed as Thursday, 19 September 2024 at 7.30pm in the Village Hall
11. **There being no further business the meeting was closed at 5.30pm**

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