

Pakenham Parish Council
Minutes of a Meeting of the Council
held on Thursday, 18th April 2024 at 7.30pm in the Village Hall

Present: Cllr Nick Davey Chair, Cllr Dorling Vice-Chair, Cllr Bagnell, Cllr Palfrey, Cllr Sargent, Cllr Sidebotham and Cllr Berry
Ten Members of the public were in attendance.
Mrs S Brown (clerk) took the minutes.
Cllr Davey Chair welcomed everyone to the meeting.

1. **Record Councillors' apologies for absence:** All in attendance.
2. **Declarations of interest:** No declarations of interest received.
3. **County Councillors Report:** Cllr Hopfensperger sent her apologies as she was unable to attend the monthly report had been sent through and would be circulated to Councillors. Cllr Hopfensperger advised a meeting in regards Stowlangtoft Bridge was to be held on 24 May at 1pm at Ixworth Fire Station. Cllrs Davey, Dorling and Sidebotham hoped to attend.
District Councillors Report: Cllr Speed did not attend, and no report had been received.

Public Forum: The Chair from Ixworth Parish Council and member of Green Ixworth were in attendance to report on a newly opened access point to land on the Ixworth side of the A143 but still within Pakenham. It was also advised material, possibly soil, had been deposited on the site. According to West Suffolk Council no planning application for access, development or waste licence had been given. Ixworth parish council had written to the enforcement officers at West Suffolk and Suffolk County Council including alerting them to the dangerous entrance, it was thought an enforcement officer had visited the site. Council discussed and advised on the issue including past experience of these issues. Cllr Dorling also highlighted the newly created access on Mill Road which Pakenham had already reported to West Suffolk enforcement. The kebab van was also briefly discussed and the problems of enforcement. The Chair of Ixworth felt it would be advantageous to develop a plan between Ixworth and Pakenham Councils to deal with these issues which affect both Councils with the formation of a working group consisting of members from each Council, to place on next agenda, Pakenham advised they were keen to support. The Clerk to ask Cllr Hopfensperger to liaise with Cllr Spicer to also ask Cllr Speed to liaise with the West Suffolk member for Ixworth to help address this issue.

Two residents attended representing the residents from the Greenwoods who object to the planning application at The Dell. They gave a resume of their objections including the application for Plot 2 is larger than the building already built on Plot 1, the scale and height is inappropriate for the site, access and surface water also apply which also requires rectifying on Plot 1 before Plot 2 is approved. The first site has had so many issues and is still under review a brief discussion took place. The enforcement officer had sent through an update on plot 1, there had also been an issue with boundaries the officer had informed the resident this was a civil matter. The resident were also gave a

brief update on the covenant on the site. The residents urged the Council to object to this application.

The Jaynic application was also briefly discussed and the many objectors who spoke at the Delegation Committee. A resident advised they had written to the Chair of Mid Suffolk District Council to work with Pakenham District and County Councillor in regards this development.

- 4. To consider the approval of the minutes of the last meetings:** *The minutes of the meeting held on 21 March 2024 were approved to be signed as a true record.*

 - 5. Reports arising from the previous meeting:**
 - i. Highways:** *The blocked gully near the A143 had been cleared. The blocked gully on Mill Road adjacent to Meadow Garth Cllr Dorling had reported to West Suffolk Council Ref: 00463435 this had been forwarded by the clerk to Cllr Hopfensperger to chase. The use of concrete over ditch on access on Fen Road had been forwarded to Cllr Hopfensperger, including photographs to chase Highways to confirm this meets current regulations. The Clerk had sent an email to Cllr Hopfensperger confirming Council accepted the quote of £2679.65 to extend pavement to bottom of church driveway.*

 - ii. Clerks Report:** *Council has a number of reserved plots at the Lawn Cemetery, the Clerk had sourced packs of 10 barbed geotextile fixing pegs/car park markers on eBay which could be used to mark each reserved plot. Council was happy for the Clerk to purchase a pack at £14.87.*

 - 6. To consider overgrown hedge at The Dell:** *The Clerk advised this mostly consisted of ivy a member of PVH & PFA asked if volunteers could cut this back and put the debris over the fence into The Dell. Council discussed and were happy for volunteers to do a minimum of cutting back as it was bird nesting time. To ask that they check for nests and only to cut back with a light touch and to have patience and wait until the Autumn when it could be cut back without disturbing possible nesting sites. It was hoped to allow the ivy to stay and once a year in Autumn when the hedges are cut back to do this at the same time.*

 - 7. To consider Insurance Review and Renewal:** *The Clerk advised the main cover consisted of computer equipment £2000, Memorials £24,000, £34,000 all risks cover, Public Liability £12 million, Employers Liability £10 million and Fidelity Guarantee £250,000. The cost of the premium was held at £363 the same as last year, Council all in agreement the cover was adequate and to remain with Zurich insurance.*

 - 8. To consider Church Green Wood Noticeboard:** *It was reported the notice board was getting a bit rough with some letters slipping down and small cracks*
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in the plastic, the other sign had dropped to one side. Council discussed Cllr Dorling to inspect and report back at the next meeting. To place on next agenda.

- 9. To consider Internet Banking Policy:** *This had been circulated to all Councillors prior to the meeting. Council briefly discussed and all in agreement to adopt the Internet Banking Policy in preparation of the Council moving to internet banking. The Clerk had updated the financial risk assessment in preparation of the annual review at the May meeting.*

10. Correspondence circulated:

- i. Regular information from SALC ebulletins, West Suffolk Community News and Suffolk County Council updates –** *Noted.*
- ii. SALC AGM 1st July 7pm online:** *Noted*
- iii. West Suffolk Council Civic Dinner 10 May:** *Noted*
- iv. The Stephen Williams 10k road race through Pakenham Sunday 12 May:** *Details had been sent to the editors of the village Newsletter and Facebook page.*
- v. Email from resident in regards continued noise from the Kebab Van:** *The Clerk read the response the resident had received from West Suffolk. Council briefly discussed and advised there were no powers it could use to help in this matter, the clerk to forward to Cllr Speed who it was hoped was better able to help with this.*

- 11. Planning Applications to comment:** *An application DC/24/0428/FUL Land adj Pelambech, Fen Road had been received but was too late to be added to the agenda. The planning officer had agreed to an extension for the comment from Pakenham parish council to the 16 May, to confirm it will be on the next meeting agenda.*

- i. Enforcement Updates:** *The new gate posts on Mill Road have been reported Ref: PE598011068 no further update received. The Dell: From an enforcement perspective I will be meeting the owner on site this week to check that the existing structure is in accordance with the approved plans and to check the compliance with conditions. This will allow us to further consider any formal action and a route forward with this site. Once we have established this, I will update you further. Planning Enforcement Officer.*
- ii. Application DC/24/0395/FUL Windmill Farm, Thurston Road – change of use of meadow to siting of temporary above ground pool for training dogs in water:** *Council discussed Cllr Berry had no objection seconded by Cllr Dorling all in agreement no objection.*
- iii. Application DC/24/0095/FUL Land at The Dell, The Street – one dwelling (following demolition of existing bungalow):** *Council discussed Cllr Sidebotham objected to the application as the scale and height were inappropriate for the site seconded by Cllr Berry all in agreement. Council also strongly felt the pre-conditions on Plot 1 must be met before any decision could be made in regards Plot 2.*

12. Finance Report: £140 allotment rent received will be reflected in 2023-34 accounts and £40 will go in these years accounts a total of £180. The internal auditor will carry out the audit at the beginning of May and should be completed before the next meeting. A reclaim of VAT totalling £1370.30 for the year 2023-24 had been completed and sent to HMRC. The transfer of £6000 from the deposit to the current account had taken place. Internet banking had been set up with the deposit account however the current account needed a further form to be completed, to be signed by Cllrs Davey and Dorling confirming internet banking. Santander had added the Chair's name to the account this needed to be changed back to Pakenham Parish Council. Bank balances the deposit account had received interest on 3.4.24 of £161.07 giving a balance of £10,851.94 at 11.4.24 the current account had a cleared balance at 11.4.24 of £6379.

To consider any payments to be made: All in agreement for the payment of invoices:

- i. **Clerks' salary and expenses deferred from March meeting:** A cheque no:1810 was raised.
- ii. **Pakenham Post Office Quarterly Grant:** A cheque no: 1811 was raised for £300.
- iii. **SALC Subscription 2024-25 inv 28691 £380.12 and payroll expenses inv 28366 £22.80:** A cheque no: 18012 was raised for £402.92.
- iv. **Countryside, Conservation and Tree Services inv: 459 £720 grass cutting:** A cheque no: 1813 was raised for £720.
- v. **Zurich Insurance inv: 532363543 £363 annual premium:** A cheque no: 1814 was raised for £363.

13. Councillors' reports and items for future agenda: Cllr Berry to ask for an update from PVH & PFA on the plans for the Pavilion. The Clerk to email the allotment holder in regards what work was needed to the trees at the rear of the allotments.

14. Date of next meeting: The date of the next scheduled meeting was confirmed as Thursday, 16 May 2024 following the Annual Parish Meeting at 7pm in the Village Hall

There being no further business the meeting was closed at 8.50pm