

Pakenham Parish Council
Minutes of a Meeting of the Council
held on Thursday, 27th March 2025 at 7.30pm in the Village Hall

Present: Cllr Davey Chair, Cllr Dorling Vice-Chair, Cllr Bagnell, Cllr Palfrey, Cllr Sargent, Cllr Sidebotham and Cllr Berry
Six 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 attended and gave a report which included: Highways have agreed to meet on site to look at the works required on Fen Road and Mill Lane. The clerk to get some dates from the Chair within the next three weeks to send to Cllr Hopfensperger to arrange the meeting. Cllr Davey advised highways had already carried out some works on Fen Road. Local Government Re-organisation SCC had submitted an interim business case based around one unitary council for Suffolk. This was briefly discussed.
District Councillors Report: Cllr Speed attended and gave a report which included: A brief outline of the District Councils interim business case re local government re-organisation with the districts preferring three unitary councils. Mayoral devolution was briefly discussed. West Suffolk local plan was briefly discussed. Cllr Speed advised the locality budget is now finished for this budget period the next one would be opening once the next budget period started.
Public Forum: No member of the public wished to speak.
4. **To consider the approval of the minutes of the last meeting:**
The minutes of the meeting held on 20 February 2025 were approved to be signed as a true record.
5. **Reports arising from the previous meeting:**
 - i. **Highways – damage to Fen Road & Mill Lane:**
Covered in item 3
 - ii. **Kebab Van:** The clerk read an update received from an officer from West Suffolk Council in regards the Street Trading licence application by Mr Kebab. Cllr Speed advised West Suffolk are aware the kebab van is still trading with photos evidencing this. The enforcement was discussed Cllr Speed gave an update on possible solutions that were being looked at including change of ownership of the land. The

ongoing issue of the kebab van including the constant noise of the generator was discussed.

- iii. **Clerks Report:** A funeral was due to take place today with the re-opening of an existing grave. Allotments one tenant had given up their plot and it has been taken on by the next person on the waiting list. St Edmundsbury Newstalk sent their thanks for the recent donation. The clerk advised the pads for one of the defibrillators were out of date in May the clerk to purchase a new one at a cost of £54 + VAT.

6. To Consider Report on site visit at Micklemere Nature

Reserve Meeting: Suffolk Wildlife Trust had sent through an update on the recent meeting with councillors and residents this was read to the meeting including Suffolk Wildlife Trust agreed to the following:

- To undertake works on ditches and drains within the lagoon area; to clear them of vegetation and increase their holding capacity and ability to reduce flooding risk to waste systems and gardens linked to adjacent private property.
- To consider the suitability of cattle grazing on site. This will be ongoing through 2025.
- To continue undertaking vegetation management through grazing, mowing and cutting/removing willow scrub.
- To continue to undertake tree safety and tree works including rotational re-pollarding works on trees within the meadow system.

A summary of the meeting had also been received from the residents who attended which was read to the meeting.

Including the works they felt had been agreed:

- Autumn digger work on the drainage ditch parallel to Mill Lane to lower the level
- Re-instate/unblock two of the four main field drains
- Regular willow pollarding
- Having the cattle on later in the year
- Remove the barbed wire litter

Cllr Dorling advised everyone had made their points at the meeting and we will have to wait to see if the works are carried out and how they work. SWT had asked for one central person as a main point of contact. Cllr Berry proposed Cllr Dorling who agreed to do this with Cllr Berry and the clerk cc'd into any emails.

7. To Consider Quotes for Works at Allotments & Bowling Green Area: To defer to the next meeting.

8. To Consider Bi-Annual Risk Assessment: The report had been circulated to Councillors prior to the meeting and was

briefly discussed it was found to be in order with no changes required.

9. Correspondence circulated:

- i. Regular information from SALC ebulletins, West Suffolk Council and Suffolk County Council**
- ii. Devolution: 13th April is the next deadline this is when the consultation closes for the Mayoral Combined County Authorities proposals. There is an in-person event in Ipswich which has been organised it is a further opportunity to find out more and ask questions. This event will take place at Novotel Ipswich Centre on 3 April between 6pm – 8pm which is bookable but walk-ins on the day will be accepted. The next deadline will be 26 September for full proposals to be submitted in relation to local government re-organisation. – Noted**
- iii. West Suffolk Local Plan main modification consultation running to 15 April plans are available to view at West Suffolk House within normal office hours - Noted**
- iv. Emails from residents:**
 - Pakenham Windmill advises his business has been impacted by road closure signs – Cllr Hopfensperger has advised highways to add signage ‘business open as usual’.**
 - Damage of land by the kebab van & vehicles – This had been forwarded to Cllr Speed and included in discussion item 5ii.**

10. Planning Applications

- i. Application DC/25/0407/ELEC – Dismantle & remove existing overhead line & realign the existing stay wire: Council discussed Cllr Bagnell proposed no objection seconded by Cllr Davey all in agreement no objection.**

- 11. Finance Report:** The fourth quarter against budget had been circulated prior to the meeting and was briefly discussed. Since circulated the VAT reclaim for the year of £690.74 had been received from HMRC and £40 allotment rent. The end of year AGAR forms had been received from PKF Littlejohn which the clerk would complete ready for the internal audit to take place. Bank balances the deposit account had a balance of £10,851.94 at 30.4.24. The current account had a cleared balance at 26 March of £6628.69 once the invoices as agreed on the agenda had been paid the balance will be £5457.64.

12. **To consider any payments to be made:** Invoices checked and signed all in agreement for the payment of invoices:
- i. **Clerks salary and expenses to 31.3.25:** An online payment to be raised.
 - ii. **HMRC P30 £206:** An online payment to be raised.
 - iii. **G. Cranmer weekly inspections Oct – March 25 £75:**
A cheque no: 1828 for £75 was raised.
13. **Councillors' reports and items for future agenda:** Cllr Palfrey advised he had received a telephone call from a resident in regards speeding traffic with another incident near Old Hall Farm. The clerk to report to SCC highways and send the report number to Cllr Hopfensperger who will see if further signage could be added on this road.

Date of next meeting: The date of the next scheduled meeting was confirmed as Thursday, 17 April 2025 at 7.30pm in the Village Hall

There being no further business the meeting was closed at 8.25pm

DRAFT