HONINGTON & SAPISTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Monday 13th May 2024 in Honington & Sapiston Village Hall.

In attendance: - Councillors Rob Williams, Stephen Read, Robin Howe, David Plampin, Sue Jay, Debbie Cram and Mark Jacklin. WSC Andrew Smith, SCC Joanna Spicer and 2 members of the public were also present.

ITEM	DISCUSSION	ACTION & RESULTS
1.Welcome and Apologies	All those present were welcomed to the APCM of 2024. Apologies were received from Cllr Ian Patterson-Parker.	
2. Election of Chair and Vice- Chair	Nominations were asked for the position of Chair. Cllr RW was proposed by Cllr RH and seconded by MJ. All Cllrs agreed and Cllr RW was duly elected as Chair.	Acceptance forms were completed and will be submitted to WSC.
	Nominations were asked for the position of Vice-Chair. Cllr SR was proposed by Cllr RH and seconded by Cllr DP. All Cllrs agreed and Cllr SR was duly elected as Vice-Chair.	
3. Declarations of Interests	The Declaration of Interest sheet was circulated and signed by those Cllrs declaring an interest	
4. Minutes of the last meeting held on March 11 th 2024.	The minutes were agreed to be an accurate record and were signed by Chairman RW. Matters arising included: Cllr RH has not received a response from SCC JS regarding the proposed social cuts to the SCC budget.	
	Cllrs expressed frustration that no repairs had been carried out on the pot holes along the A1088 at Ixworth Thorpe.	

	No update has been received	
	regarding the Bus Shelter at	
	Poplar Close, RAF Honington.	
	The Bridge has been repaired.	
	Cllr Jay raised concerns about	
	the finish of the copings.	
	Work has begun on alleviating	
	the flooding risk along the	
	Bardwell Road. Further works	
	will commence once the	
	approval for closing the road	
	has been granted (this is	
E Matteus Asiaina	expected in June 2024).	
5. Matters Arising 5.1. Clerk's Report	A copy of the report presented	
3.1. Clerk's Report	to Council is included with the	
	minutes along with comments	
	made.	
5.2. West Suffolk Forum	Cllr RW attended the recent WS	
	Forum held in the Jubilee Hall	
	Mildenhall. Cllr RW was	
	frustrated with the lack of PA	
	system at the venue and felt the	
	forum was badly managed and	
	preparation was poor. He has written to the chair to voice his	
	concerns.	
6. Highways		
6.1. Outstanding	Willow Green – flooding. This	
	area has still not been resolved.	
	Several pot holes have been	Clerk to report pot hole outside Manor Farm which has not
	reported and some have been marked for attention.	been marked despite being
	marked for attention.	reported.
	Sapiston Flooding – Work has	
	begun on resolving this issue.	This should be granted in June
	We await the permission	2024.
	needed to close the Bardwell	
	Road to continue.	
	The pavement along the A1088	
	outside Manor Farm has been	
	repaired.	
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6.2. Parking at Willow Green	PC Reeve has sent letters to residents of Willow Green offering advice and guidance to alleviate the problem of parking on the pavement and obscuring the view around the bend. This does seem to have improved the situation.	Parish Council to monitor
7. Planning		
7.1. App.No. DC/24/0420/FUL	Reinstatement of the Parade Square at RAF Honington.	No Objections
8. Items for Discussion		
8.1. Playing Field Inspection	Following a number of inaccuracies found in the Playground Inspection Report Cllr RW wrote to the inspector requesting a meeting. No response was received so Cllr RW spoke with the playing fields department. After much discussion it was agreed that Cllr RW and Cllr RH will meet with the inspector when he carries out his next inspection. He will notify Cllr RW when this is to take place. Cllr SJ asked if the report was a Health and Safety Report. The report is an advisory document. Cllr SJ was concerned the Council and Cllr would be liable if something was to happen and was in favour of paying for a ROSPA Report as opposed to the free inspection we receive currently. Cllr RH was frustrated that the WSC team seemed so unhelpful.	WSC Cllr AS has agreed to raise the issue. Clerk to forward to Cllr AS the latest copies of the playground report.
8.2. Website	Thanks were expressed to Mrs Harriet van der Lande for revamping the website of the Parish Council. Items for inclusion on the site are welcome.	

	All Clirs agreed to Mrs van der Lande receiving a small renumeration for her help in managing this.	
9.1. Donation Requests/Grants	The Village Hall requested their annual grant. This was agreed to be £1,500 (RH & MJ). The grants for the PCC will also be issued at this meeting. The PC have received a request from the Ixworth & District British Legion to replace their standard. Cllr RH spoke to the meeting about the aims of the Ixworth Patients Association. Cllrs (RW & SR) agreed to give £100 to improve services offered to patients.	Cllr RW will liaise with Ben Lord regarding this request.
9.2. Cheques to be signed	Cheques signed prior to the meeting: Charles Bird (Digger) £2,280.72 Wicksteed (strap) £72.61 Cheques signed (RW & SR) SALC Subs £443.28 SALC Payroll £27.00 Clerk's Wages £535.70 Honington PCC (CY) £700.00 Honington PCC (FF) £500.00 HS Village Hall £1,500.00 Shelter Cleaning £113.33 Clerk's Expenses £197.78 CW Ltd (printing) £81.00 Ixworth Patients Assc £100.00 Website £20.00	
9.3. Accounts	The accounts were circulated and discussed at the APM. The accounts were agreed to be a true record and the AGAR for 2023/24 was signed by the Chairman RW.	Completed AGAR to be submitted by 30 th June 2024.
10. Correspondence	Items received: Sunshine Gym Equipment	

	Police and Crime Commissioner Election Documents West Suffolk Civic Dinner Request for the VAS @ Troston Road Request for information on Allotments Cllr RW has updated the Welcome Leaflet (given to all new residents) after seeking advice and guidance from other Cllrs. Cllr SJ kindly offered to	Advertised on Website and Notice Boards Unit recharged Contact details given for Honington Charities. Cllr SJ to reprint. Many thanks given for this offer.
11. Matters to Report 11.1. Playground Report	The latest copy of the report received by the Council was circulated to Councillors and comments noted.	Cllr RW & RH will meet with the inspector for the next inspection.
11.2. Suffolk History Society	Suffolk Family History Society helps those wishing to research their roots in Suffolk. Membership starts at £10 a year and includes group meetings and access to zoom talks and datasets.	To be advertised in the Newsletter and websites.
11.3. Flags outside the Fox	The flags outside the Fox have been removed after the Council received concerns about the condition of the area.	
11.4. Church Road – Sign	The road sign for Church Road needs replacing.	Photographs of the sign to be submitted to WSC AS to be actioned.
11.5. UK Power Networks	Upcoming project will take place at the substation off Sapiston Road at the end of June/beginning of July. This should have no impact on the electricity supply, there may be increased works traffic around the area.	Newsletter Item
12. Date of the Next Meeting	MONDAY JULY 8 TH AT 7PM HONINGTON & SAPISTON VILLAGE HALL	

There being no further business the	e meeting was closed at 8.56pm	
Signed		
Date		