

GREAT BLAKENHAM PARISH COUNCIL - MINUTES

Minutes of Gt Blakenham Parish Council meeting held on Thursday 8th May 2025 at Parish Rooms. Present: Chair Cllr Nick Leonard, Vice Chair Cllr Debbie Kemp, Cllr Matt Powell, Karen Grimwood (Parish Clerk), SCC Cllr Chris Chambers, MSDC Cllr Marriott and 1 member of the public.

1. To elect Chair of Great Blakenham Parish Council – **Cllr Kemp and Cllr Powell nominated and seconded Cllr Nick Leonard as chair**
2. To Elect the Deputy Chair of Great Blakenham Parish Council - **Cllr Leonard and Cllr Powell nominated and seconded Cllr Nick Leonard as chair Debbie Kemp as vice Chair.**
3. To receive and approve any apologies for absence. **Cllr Will Durrant & Cllr Karen Wheeler**
4. Declaration of any pecuniary and non-pecuniary interests
 - a. Councillor's declaration of interest appropriate to any item on the agenda. –
 - b. To receive written requests for dispensations for disclosable pecuniary interest (if any)
 - c. To grant any requests for dispensations as appropriate.
 - d. Co-option of parish councillor(s) / to sign declaration of acceptance
5. **Public Forum**
 - a. To receive the report from the County Councillor – **see attached report**
 - b. To receive the report from the District Councillor – **see attached report**
 - c. To receive questions from members of the public – **No questions received**

6. Planning

- a. To consider the following planning applications.

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- b. To note any planning determinations.

DC/24/05243	Land Adjacent To 10 Chapel Lane, Great Blakenham, Ipswich ,	Erection of self-build/custom build detached single storey bungalow. – Noted that application was refused
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7. To approve the Draft Minutes of the Meeting of the Council held on 10th April 2025.- Approved

8. To note the Clerk's update from previous Meetings.

- a. Suffolk Highways are organising for contractor to carry out the replacement of street bulbs in Stowmarket Road – **Noted**
- b. Emailed confirm that we would have a joint PC surgery- **Awaiting response.**

9. Growth, Highways, and Infrastructure

- a. Masons landfill Site update – **Cllr Chambers confirmed that offers have been monitoring the site for working hours, noise, height of landfill and the most recent fire. Awaiting report from SCC.**
- b. To Note Bayham Neighbourhood Plan consultation- **Noted**

- c. Port One – **Confirmed presentation meeting with Port One on 28th May 2025 for future plans on site expansion. Confirmed a closed unofficial meeting with nearby parishes to discuss thoughts on expansion site for 16th June 2025.**

10. Governance

- a. End of year accounts – **Accounts approved . Clerk to upload on website**
- b. BYOD Policy /Gov.uk domains – **BOYD Policy approved. Agreed that Cllrs should sign a contract to ensure that they are aware of responsibilities with data etc. New domains up and running.**
- c. Internal Audit.
Section 1 – Confirmation that this section was approved and signed on 10/04/2025
Section 2 –revisions to form which was originally approved on 10/04/2025. Clerk had not changed the figures to correct amounts PKF Littlejohn had advised in report 23/24 so that all totals are correct. The revisions were corrected, approved and form signed on 08.05.2025
- d. ICO – **Noted that certificate from ICO received and covered for the year.**
- e. Mobile Phones – **All clerks, chairs, mobile phone accounts, and mobile Wi-Fi accounts are managed through Three.**

11. Allotments

- a. Community Asset still in progress . **Noted**

12. Village Maintenance

- a. Speed Devices – **Noted that it appears that the device has been vandalised. Chair will contact the company and arrange for it to be fixed.**
- b. Maintenance Tenders - The councillors reviewed all submitted tenders and decided to award the contract to Shades Home Maintenance. The Clerk will confirm the acceptance and prepare a contract that includes the agreed figures and hours for signing.

13. Churchyard and Cemetery

- a. Tree removal Quote – **Approved quote from NSK landscaped to complete once the nesting season has ended**

14. Training and Development for Councillors and Clerk – **Clerk to speak to Salc to confirm that training is in place for Cllr Wheeler and Powell as no email received for dates registered.**

15. Finance

- a. To consider approving and making the following payments: **Approved**

Brave Futures	B	Donation	£100.00	LGA 1972 s111
Suffolk.cloud	B	Registration of uk domain name for 1 year Inv 0167	£130.00	LGA 1972 s111
Gipping Valley Bowls Club	B	Part payment for plumbing invoice 10491	£2014.0	LGA 1972 s111
Anglian Water(Wave)	DD	Allotment water Inv 1496193	£59.49	LGA 1972 s111

Rialtas Business	B	Alpha finance software package renewal Inv SM31711	£243.60	LGA 1972 s111
Nest	DD	Month 1 ending 30.04.25	£28.12	LGA 1972 s111
Payroll	B	Month ending 30.04.25	£1050.42	LGA 1972 s111
NSK Landscapes	B	Clearing of Bramford Rd Bank Inv 03099	£804.00	LGA 1972 s111
Shades	B	Hackneys Corner as per tender Inv 2662	£135.00	LGA 1972 s111
Shades	B	Grounds maintenance as per tender Inv 2663	£507.50	LGA 1972 s111
Shades	B	Street cleaning as per tender Inv 2664	£1316.67	LGA 1972 s111
Three	DD	April 2025	£13.99	LGA 1972 s111
SALC	B	Internal audit fee Inv 30141	£398.40	LGA 1972 s111

- a. Payments outside of meeting –
- b. Money Received £27,562.50 Precept 25/26 – **Noted**

Bank Balance @ 31.04.2025

Unity Trust Current Account Balance - £191,810.90 - **Noted**
 Unity Trust Saver Account Balance - £12,032.47 - **Noted**

16. Reports -None

17. Correspondence – None

18. Future meetings

- a. To note invitation for items to be considered in the next meeting.
- b. To note the date of the next scheduled Meeting on **12th June 2025** and any items for the agenda.

Karen Grimwood - Clerk & Responsible Financial Officer
 Great Blakenham Parish Council
 Email: clerk@greatblakenhamparishcouncil.gov.uk
 Phone: 07463329570
 Date:

SIGNED  DATE 12/6/25

