

# Culford, West Stow and Wordwell Parish Council

---

## MINUTES

of the Annual Council Meeting held at Culford Village Hall on

**Thursday 30<sup>th</sup> May 2024**

**Present:** Cllr Rachael Salt (Chair), Cllr David Fisher, Cllr Paul Luke, Cllr Andrew Miller, Cllr Paul Turnill

**In attendance:** Christine Mason (Clerk to the Council), District Councillor Susan Glossop and two members of the public.

### 1. Election of Chairman

Proposed by Cllr Fisher seconded by Cllr Miller that Cllr Salt be re-elected Chairman for the forthcoming year – all in favour.

### 2. Election of Vice-Chairman

Proposed by Cllr Salt seconded by Cllr Turnill that Cllr Fisher be re-elected Vice-Chairman for the forthcoming year – all in favour

### 3. Signature of Declaration of Acceptance of Office

Duly signed by Cllr Salt and Cllr Fisher.

### 4. Apologies

All present.

### 5. Declarations of Interest

Cllr Salt declared an interest in agenda item 10 Village Hall.

### 6. Minutes

Under agenda item 10 Village Hall ..... advice/quotation for kerbing to be sought by the Parish Council and not the Village Hall.

Unanimously agreed that the amended minutes of the meeting held on 28<sup>th</sup> March 2024 be ratified and signed by the Chairman as a true record of the meeting.

### 7. County & District Councillors Reports

Broadband funding - With regard to the purchase of refurbished Skylark receivers costing between £200 and £300, Cllr Glossop indicated funding from the Levelling Up Grant could be an option.

Quotations to be sought. Cllr Salt to speak to residents prior to a final decision being made.

Cllr Fisher expressed his concern that the planning application for the Telecommunications Mast, The Triangle, Culford has to date not yet been determined by West Suffolk Council. Cllr Glossop to investigate.

No report received from Cllr Hopfensperger.

### 8. Public Forum

A tree near Drift Cottage is in a very poor condition, likewise, a large oak tree outside Honeytiles has a number of dead sections and requires urgent attention. Although reported and photos sent, no response has been received. The Clerk to contact WSC Tree Officer, Daniel Gospel.

Regarding the stone kerbing, it was confirmed by Tony Bate that it is the responsibility of the the parish council to obtain details of suitable edging and costings. Once completed, repairs to the driveway can be carried out. The War Memorial Trust to be contacted for advice and possibly a site

visit, Cllr Salt to action.

It was further requested minutes of the parish council meetings are posted on the notice board – noted and agreed.

#### **9. Clerk's Report & Administrative Business**

- a. There were no decisions made under delegated powers since the last meeting.
- b. Other than a reminder of the SALC Annual General Meeting on the 1<sup>st</sup> July, there were no relevant or significant matters not otherwise on the agenda.

#### **10. Village Hall kerbing**

Discussed earlier in the meeting.

#### **11. Culford Village Sign update**

To be taken down and delivered to the artist. Currently in hand.

#### **12. Update on the download of data from the speed camera**

Laptop and software now ready for connecting to the speed camera for downloading the data. Cllr Salt to write a proper process prior to arranging a meeting with councillors.

#### **13. Planning & Environment**

DC/24/0454/FUL Bootys Barn The Street Culford IP29 8DT

Planning Application- one agricultural barn for storage following demolition of three existing buildings.

##### **No objections.**

Previous applications:

DC/24/0565/TCA Dorch House The Street Culford Suffolk

Trees in a conservation area notification - two Oak (T1 and T2 on plan) one Walnut T3 on plan fell

##### **To be advised by the Tree Officer.**

DC/24/0476/TCA St Marys Church Ingham Road West Stow Suffolk

Trees in a conservation area notification - one Oak (T1 on plan) crown lift to two metres above ground level; one Horse chestnut (T2 on plan) fell

##### **To be advised by the Tree Officer.**

#### **14. Financial Matters**

- a. Proposed and seconded that Standing Orders are approved – all in favour. Wording he/her within the document to be replaced by gender neutral terms.
- b. Proposed and seconded that the 2023/2024 Accounts, including the end of year bank reconciliation are approved – all in favour.
- c. Proposed and seconded that the Annual Governance, Accountability Return, Certificate of Exemption are approved and the Chairman and Clerk authorised to sign them on behalf of the Parish Council – all in favour.
- d. Proposed and seconded that the schedule of Receipts and Payments are approved – all in favour.

#### **15. Insurance for 2024-2025**

Proposed by Cllr Salt seconded by Cllr Turnill that the sum of £540.50 for the insurance renewal

with Clear Councils (formally BHIB) be approved - all in agreement.

**16. Proposed meeting dates for 2024-2025**

25 July 2024 26 September 2024 28 November 2024 30 January 2025 27 March 2025

**17. Councillors' reports and items for future agendas**

Photographs of a low loader coming through West Stow avoiding a camper van and hitting the wall

of West Stow Lodge were shown to councillors by Cllr Luke; to be sent to Andy Moore and County Cllr Hopfensperger. Dependant on the results of the speed survey, a group lorry watch in Culford and West Stow to be organised.

To assist the workload of the Chairman, the Clerk will take over the responsibility of researching projects, initially the refurbishment of the war memorial and the surrounding stone edging.

Suggestions for attracting new councillors included a 'meet your councillors' social open evening held in both Culford and West Stow, information on planning matters, opinions to be invited on how

the villages should look. To be explored in more detail at the next meeting.

With no further business the meeting ended at 9.00pm.