

Culford, West Stow and Wordwell Parish Council

MINUTES

of the Annual Council Meeting held at Culford Village Hall on

Thursday 29th May 2025 at 7.30pm

Present: Cllr Rachael Salt, Cllr David Fisher, Cllr Paul Luke, Cllr Andrew Miller, Cllr Paul Turnill

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In attendance: Christine Mason (Clerk to the Council), District Councillor Susan Glossop, County Cllr Rebecca Hopfensperger and one members of the public

1. Election of Chair

Proposed by Cllr Fisher seconded by Cllr Turnill that Cllr Salt be re-elected Chair for the forthcoming year - all in favour.

2. Election of Vice-Chair

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

3. Apologies

All present.

4. Declaration of Interests

a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature – none.

b. To declare any Other Disclosable Interests in items on the agenda, and their nature

Cllr Salt and Cllr Fisher declared an interest in agenda item 11: Planning application

DC/25/0674/FUL.

5. Co-Option

Proposed by Cllr Luke seconded by Cllr Salt that Matt Benson be co-opted onto Culford Parish Council – all in favour. The Declaration of Acceptance of Office was duly signed.

6. Minutes

Proposed and seconded that the minutes of the meeting held on 27th March 2025 are approved and signed by the Chair as a true record – all in favour.

7. County & District Councillor Reports

Cllr Susan Glossop's and Cllr Hopfensperger Annual Reports were previously circulated and noted. Local matters included the upgrade of the battery operated Vehicle Activated Signs at both Culford and West Stow to solar power, make and model to be sent to Cllr Glossop for possible funding towards the cost; a complaint has been received of blocked drains at Icklingham Road, West Stow, the cyclic cleansing schedule shows the drains have not been cleared for two years, Cllr Hopfensperger has asked for the drains to be cleared and jetted through; although not illegal for lorries to drive through the village inconsiderate driving can be reported on the Highways Reporting Tool, publicity to inform residents about the tool to be made via the website/Facebook Page; there are a number of Grade II listed walls in Culford and West Stow requiring attention, in the first instance, Cllr Luke to make an informal approach to the owners of the walls in question and report back at the next meeting.

Following a question from Cllr Miller in relation to the Parish Council exploring funding various traffic calming measures, including a crossing, RH to send information/link to the clerk.

8. Public Forum

Two matters were raised from a member of the public:

- a) Plastic barriers across the black gates meaning that people could not access the church to visit loved ones graves by car over the Easter break. In relation to the barriers and access, this has been discussed with the PCC and the reasoning behind their decision is to keep the church safe during the holidays. Information on access can be found on the PCC St Mary's Church website. If feedback shows the school are not honouring what has been agreed, this can followed up with the relevant individuals.
- b) With regard to the automatic barrier, the school's only obligation is to ensure the width of the barrier does not exceed 1.5 metres wide when down. To be monitored.

9. Clerk's Report & Administrative Business

- a) With no response from a written complaint to UK Power Network, the clerk to make contact by phone.
- b) Cllr Salt raised the issue of the rolling action log not being maintained and circulated as previously agreed, the clerk to action.

10. Culford School

Heard previously in the meeting. No further matters were raised.

11. Planning and Environment

DC/25/0675/LB: Proposal Application for listed building consent - internal and external alterations of existing stable and cart shed to form two holiday lets and seven retail units Location Home Farm The Street Culford Suffolk IP28 6DS Applicant Ms. Michelle Hugo, Willow Grove Farm Limited

NO OBJECTIONS

DC/25/0675/FUL: Proposal Planning application - conversion of existing stables and cart shed into two holiday lets and seven retail units (class E) with ancillary development including improvement to vehicular access Location Home Farm The Street Culford Suffolk IP28 6DS Applicant Ms. Michelle Hugo, Willow Grove Farm Limite.

NO OBJECTIONS

12. Finance

- a. Amendments made since the income and expenditure report was circulated were approved. An updated finance report to be issued. Cllr Miller asked it to be noted that consideration should be given whether to cancel both the SALC and website subscription at the appropriate time.
- b. The bank reconciliation for 2024-2025 was approved.
- c. The Annual Governance & Accountability Return 2025--2026 was approved and duly signed by the Chair and Clerk.

13. War Memorial cleaning

A third quotation has been requested.

14. Notice Board

Prices for various styles of notice boards were previously circulated for consideration. Suggested by Cllr Salt that a local carpenter may be interested in building a new board. RS to post on social media.

15. Insurance for 2025-2026

The Clerk to contact Clear Councils Brokers to request the insurance schedule is amended to show a) the total number of Culford, West Stow and Wordwell residents is 700 and not as stated up to 500 and b) to remove play equipment as not applicable.

16. Proposed meeting dates for 2025-2026

July 31st 2025 - September 25th 2025 - November 20th 2025 - January 29th 2026 - March 26th 2026
May 28th 2026

17. Councillors' reports and items for future meetings

Question from Cllr Miller: Should the Parish Council raise their own budget to carry out traffic calming measures i.e chicanes, give way signs? An agenda item at the next meeting 'To launch a public consultation in Culford and West Stow to establish whether residents, as a whole, are supportive of an increase in their council tax to help deter HGVs and speeding in the villages.' Unanimously agreed.

Cllr Salt has raised a ticket with Highways concerning the broken crossroads sign by the telephone exchange and the fingerpost for the footpath at the Drift. Proposed this could be done at a 'Pride in your village cleaning day.'

Cllr Benson suggested that the early morning increase in the volume of traffic through West Stow, appears to coincide with the USAF base change over.

Date of next meeting Thursday 31st July 2025 at 7.30pm.

With no further business the meeting closed at 9.15pm