



Minutes of Suffield Parish Council meeting held on  
20<sup>th</sup> November 2024 at Suffield Village Hall

Jack Almey Chairman  
David Hawkins  
Helen Almey  
Karen Harris  
Louisa Inglis  
Karl Polglase

Clerk Wendy Murphy  
PC Emma Sargeant  
2 members of public

**1. APOLOGIES FOR ABSENCE**

Cllr Peter Neatherway - NNDC  
Cllr Saul Penfold - NCC

**2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION**

None Received

**3. MINUTES**

The minutes of 4<sup>th</sup> September 2024 which had previously been circulated in draft form needed some spelling mistakes corrected. The clerk will amend and bring back to the next meeting for signing. The clerk asked if the mistakes could be brought to her attention before the meeting so that a corrected copy of the minutes could be signed by the chairman.

**4. INFORMATION ON MATTERS ARISING**

Nothing to report

**5. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS AND THE POLICE**

No NNDC Report

No NCC Report

PC Emma Sargeant confirmed that there had been 95 reported crimes across Felmingham Worsted and Suffield over the last 3 months. She confirmed that she will look into a Box to record speed on Brick Kiln Lane. PC Sargeant was made aware of a car meet up on Sunday Evenings. She will look into this.

**6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK  
REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

None received

**7. FINANCIAL MATTERS**

Chq 100382 Kings Beck Benefice £200.00

SUFFIELD PARISH COUNCIL

Wendy Murphy Parish Clerk

[suffieldpc@gmail.com](mailto:suffieldpc@gmail.com)

[www.suffieldpc.co.uk](http://www.suffieldpc.co.uk)

As proposed by L Inglis and seconded by H Almey and all in favour it was agreed to not increase the precept for 2025/2026 and this to remain at £2,000.00

The Clerk presented the proposed budget for 2025/26 and as proposed by L Inglis and seconded by H Almey and all in favour this was agreed.

The Clerk presented an up-to-date Bank Reconciliation which was accepted.

#### **8. FOOTPATHS/HIGHWAYS**

As proposed by D Hawkins and seconded by L Inglis and all in favour it was agreed to put forward a request to install a bench, planter and a defibrillator on the triangle. The Clerk will speak to Cllr Peter Neateherway and ask him to make highways department aware of this request. A Street Licence will be required

#### **9. CHURCHYARD**

The Clerk confirmed that she had not received an email from Revd David Chamberlain confirming grass cutting plans for 2025/2026. The Clerk will email Heather McEwen to get this information. As proposed by D Hawkins and seconded by L Inglis and with a majority vote it was agreed to give the church £200.00 toward the grass cutting for this year. This will need to be reviewed for 2025/2026.

#### **10. POST BOX, SUFFIELD GREEN**

This has gone missing – The Clerk has already sent an enquiry to the Royal Mail, she will chase this up.

#### **11. TO DISCUSS THE EMPTY HOUSE ON NORTH WALSHAM ROAD**

This is now up for sale

#### **12. VACANT POSITION**

The Clerk confirmed that she had let NNDC know that A Collins has resigned as a councillor. They will send her the notice of vacancy to be displayed and if no election is requested then the Parish Council will be able to fill this vacancy by co-option

#### **13. TO DISCUSS THE VILLAGE HALL RECOMMENDATIONS AND MAKE ANY DECISIONS**

As proposed by K Polglase and seconded by H Almey and all in favour it was agreed that the Village Hall should apply for a grant from RWE Norfolk Zone Community Fund for the purchase of a solar powered defibrillator to be sited on the triangle and then be gifted to the Parish Council. It was also discussed if the Parish Council should purchase a bench and planter. This was deferred and will be discussed at the next meeting.

#### **14. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

Post Box  
Bench, Planter  
Triangle Update  
Defibrillator  
Co-Option

#### **15. DATE AND TIME OF NEXT MEETING**

Wednesday 26<sup>th</sup> February 2025 7pm

#### **16. EXCLUSION OF THE PRESS AND PUBLIC**

To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 during discussion of the following item

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The Clerk confirmed the new NJC pay scales.

DRAFT

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