

Minutes of Chevington Annual Parish Council Meeting
Held on
Thursday 21 May 2026
Commencing at 19.00pm in the Village Hall Chevington.

Present: Parish Councillors: Mark Shurety [Chair], Jo St Clair Roberts, Jeremy White, Peter Keegan, Alistair Mc Cormack and the Parish Clerk. County Councillor Beccy Hopfensperger, District Councillor Mike Chester

1. Councillor Shurety invited nominations for the Election of Chairman of Chevington Parish Council for 2025/26. Councillor Shurety was nominated/seconded the vote being unanimous Councillor Shurety was elected **RESOLVED 26/05/01** Councillor Shurety signed the acceptance of office and took the chair.
2. Apologies were received from Councillor Robertson with reasons given and approved. **RESOLVED 26/05/02.** Councillor Bleeze was absent
3. Election of Vice Chair ~ deferred
4. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to receive any Members' Dispensations. ~ None
5. Election of members to Committees [if required] and Council Representatives:
 - [a] Footpaths ~Kate White
 - [b] Tree preservation ~Kate White
 - [c] Suffolk Association of Local Councils [SALC] ~ The Chair - Cllr Shurety
 - [d] Community Council representative [CCDRCC – The Erskine Centre] ~ Cllr White
 - [e] Village Hall Management Committee representative [VHMC] ~ The Chair - Cllr Shurety
 - [f] Risk Assessments ~ Cllr Bleeze
 - [g] Community Speed Watch Team Co-ordinator – not operational no volunteers
 - [h] Vehicle Activated Sign [VAS] Co-ordinator - Cllr Shurety
6. The Minutes of the Parish Council Meeting held on **Thursday 19 March 2026** were received and confirmed are a true record and duly signed by the Chair of the meeting. **RESOLVED 26/05/06**
7. **Public participation ~ not required**
8. District Councillor Mike Chester ~presented his report from West Suffolk District Council and spoke of: full report emailed to council - local government reorganisation and the challenge by the ruling party at Suffolk County Council [SCC] Free car parking in council owned sites is being reviewed.
9. County Councillor Beccy Hopfensperger introduced herself as the newly elected councillor for Barrow and Thingoe which included the Parish of Chevington. Her report from Suffolk County Council had been sent to all via email and gave an outline of the makeup of SCC under new leadership.
10. Action points and matters arising from previous meetings [a] the clerk advised since the last meeting that the provision of signage at Barn Field will progress to be erected. There has been a request for a replacement memorial and for a new double grave.
 - [b] councillors ~ The Chair reenforced the need for councillors to use their .gov.uk emails
11. Cllr White reported on The Annual Parish Meeting held on Tuesday 12 May 2026. This was primarily about the Housing Needs Survey [HNS] which was attended by approximately 10 residents. Sue Downs from Community Action Suffolk [CAS] attended to give details of the survey which would be administered by CAS and release the results to CPC. The survey is open

for another week and half with 63 responses so far. It was felt that the start time of 6.00pm may be too early

12. Planning application/s to consider a consultee comment ~

[a] DCON(A)/25/2018 | Application to part discharge conditions 17 (refuse - phase 2), condition 21 (materials), condition 25 (soft landscaping), condition 27 (hard landscaping), condition 29 (landscape management plan), condition 31 (sustainable construction phase 2), condition 38 (lighting details) of application DC/25/2018/VAR | Hollybush House Weathercock Hill Chevington Bury St Edmunds Suffolk IP29 5RG **RESOLVED 26/03/12 no objection**

DECISIONS were noted

[a] DC/26/0300/FUL | Planning application - change of use of outbuilding to holiday let | Mallaby House Queens Lane Chevington Suffolk IP29 5RF **APPROVED**

[b] DCON(A)/25/0243 | Application to discharge condition 3 (contamination) of DC/25/0243/FUL | Chevington Hall Farm Church Road Chevington Suffolk **APPROVED**

13. Governance

[a] CPC **RESOLVED 26/05/13a** that details relevant to Standing Orders 5 jx-xxi have been reviewed or will be reviewed as necessary in 2026/27 as stated

14. Finance & Accounts Year Ending 2026/27

The clerk advised CPC that all payments had been set up to be authorised online apart from one [month 12 Clerks salary] which was a cheque and explained why this was necessary. The remaining invoices were explained. Mileage allowance has increased to £0.55 per mile back dated to 01 April 2026 hasn't been increased since 2011. Precept has been received and accounted for.

[a] The Clerk presented the Scribe financial reports to date with CPC noting the total bank balance of £13543.23 in current account and £18,785.72 in notice account Reconciliation £32,328.95 [signed by the Chair.] Transactions were verified, against budget which was reviewed to date

RESOLVED 26/05/14a

[b] CPC agreed and approved payments presented and listed below **RESOLVED 26/05/14b**

[c] CPC agreed and approved one invoice received after the agenda Clerks salary month 2

RESOLVED 26/05/14c

PAYMENT	PAYEE	DESCRIPTION	NET	V.A.T	GROSS	NOTES/CHEQ#
ONLINE	ICCM	Annual membership burial management	105.00		105.00	
001070	Ms S Beckett	Salary Month 12	397.60		397.60	explained and approved
ONLINE	Ms S Beckett	Salary Month 01	371.60		371.60	
ONLINE	Community Action Suffolk	Domain And Emails .Gov.Uk	202.92	40.58	243.50	
ONLINE	McGregor	Grass cutting MARCH	85.00	17.00	102.00	
ONLINE	McGregor	Grass cutting APRIL	85.00	17.00	102.00	
ONLINE	Suffolk Association of Local Councils	Annual membership fee including NALC	307.61		307.61	
ONLINE	ClearTax	Annual payroll fee	130.00	26.00	130.00	
ONLINE	Chevington Village Hall	Venue Hire May/June	51.00		51.00	
ONLINE	Ms S Beckett	Salary Month 02 May	418.40		418.40	Received after agenda pub.

[d] To discuss banking arrangements~ clerk to advise re Cllr White of forms required for authorisation .

- 15.** To discuss pavement parking and resolve any decision made ~ Cllr McCormack reported that he had been approached regarding concerns about parking within the village. When vehicles are parked on the road, agricultural machinery, experience difficulty passing. However, when vehicles attempt to resolve this by parking partly on the pavement, this creates an obstruction for pedestrians, especially those with mobility issues, wheelchair users, and parents with pushchairs. Concerns were raised about over grown hedging and lack of it by new fencing . The Council recognised these concerns but noted that there is **very limited action** that CPC can take directly. It was agreed that CPC can, however, continue to highlight parking implications when considering **planning applications** that may generate additional parking demand.

RESOLVED 26/05/15

- 16. Defibrillator** checks completed by Cllr White and confirmed on Webnos system by Clerk. The manual has been helpful. **RESOLVED 26/05/16**
- 17. Items for the next agenda** ~ housing needs survey- email addresses ~ cleaning of the War Memorial ~ refurbishment of notice board at crossroads
- 18. The next Meeting** will take place in the Village Hall on Thursday 18 June 2026 at 7.00pm this will be primarily for the consideration of the Annual Governance and Accountability Return [AGAR]
- 19.** Chairman thank everyone for attending and closed the meeting at **20.05pm**

..... Chairman.

Signed as a true record and **RESOLVED** to approve on 18 June 2026.

NB: Deeds for the village hall and the burial ground can be found at Greene & Greene Solicitors in Bury St Edmunds
VILLAGE WEBSITE CAN BE FOUND ON: - <https://chevingtonparishcouncil.gov.uk/>