

Minutes of Chevington Parish Council Meeting
Held on
Thursday 11 December 2025
Commencing at 19.00pm in the Village Hall Chevington.

Present: Parish Councillors: Jamie Robertson [Chair], Jo St Clair Roberts, Jeremy White and the Parish Clerk.

1. CPC voted for the Chair to be Cllr Robertson, **RESOLVED 25/12/01** who then welcomed all to the meeting, reminding those in attendance of the fire safety procedure and announced that proceedings may be filmed or recorded.
2. Apologies were received and approved from Councillors Shurety, Bleeze, McCormack and Keegan **RESOLVED 25/12/02**
Apologies were also received from Suffolk County Councillor Karen Soons
3. The Chair invited the Declaration of Members' Interests & reminded Councillors of the need to keep up to date their Register of Members' Interests. No interests declared or dispensations requested
4. The Minutes of the Parish Council Meeting held on Thursday **13 November 2025** were received and confirmed are a true record and duly signed by the Chair of the meeting. **RESOLVED 25/12/04**
5. **Public participation ~ none**
6. CPC received and noted the report from District Councillor Mike Chester who spoke of the relevance of the adopted district local plan for Chevington ACTION Clerk to send link to adopted Local Plan to all.
7. CPC received and noted the report from the County Councillor Karen Soons which had been sent to all via email.
8. **Chevington Neighbourhood Plan** – Cllrs Robertson & White gave a brief update on the Neighbourhood Plan in that the planned meeting with the Diocese had recently taken place. It was clear that the Diocese has a Charitable duty to maximise their return on assets, but with a balance of being a benefit to the community. That benefit may be in the form of providing a public space with the possibility of building a Village Hall/ recreational facilities. It was clear that any return of benefit for the Diocese would need to include some form of housing hence the housing needs survey requirement as evidence for the NHP
9. Community Action Suffolk have advised Cllrs Robertson and White that West Suffolk District Council would provide funds to undertake a Housing Needs Survey [HNS] It was proposed that Chevington Parish Council seeks to have a Housing Needs Survey carried out in the parish provided it is at no cost to the Parish Council **RESOLVED 25/12/09**
10. **Thermal Imaging project update.** A number of residents have shown interest in the project [to be undertaken 14 January 2026 and 25 February 2026 each for one week] Collection of camera and need for apple/android transfer was discussed. The first session could be used for councillors. Camera will need collecting. It was agreed to meet 13 January 2026 to finalise details. **RESOLVED 25/12/10**
11. **Planning application/s to consider a consultee comment ~**
DC/25/1773/LB Horringer House Chevington Road Horringer Suffolk IP29 5SW It was noted that this planning application was not in the parish.
12. **Finance & Accounts Year Ending 2025/26**
[a] The Clerk presented the Scribe financial reports to date with CPC noting the total bank balance of £4327.79 in current account and £18637.83 in notice account [reconciliation signed

by the Chair] transactions were verified, against budget which was reviewed to date noting that 2025/26 budget figures was expected to be short due to aspects not considered but subsequently required.

[b] CPC agreed and approved payments presented and listed below **RESOLVED 25/12/12b**

[c] CPC agreed and approved one invoice received to Village Hall for venue hire **RESOLVED 25/12/12c**

PAYMENT NUMBER	PAYEE	DESCRIPTION	NET	VAT	GROSS	NOTES/CHQ #
001060	Ms S Beckett	Salary month 8	579.60		579.60	Cheq
001061	Mr P Keegan	Reimbursement for notice board	24.98		24.98	Cheq.
001062	Village Hall	Venue Hire Postage	54.00		54.00 00.57	Cheq.

[d] Banking arrangements deferred.

[e] CPC considered the transfer of £5000.00 from 32 notice account to current account to ensure funds readily available until 31 March 2026 Following a discussion it was **RESOLVED 25/12/12e** to transfer £5000.00 from the 32-day notice account to the current account as a contingency which can easily be reversed if not required.

[f] CPC approved **RESOLVED 25/12/12f for the** Clerk to have delegated power to carry out transaction of [e] above

13. CPC considered the V2 draft budget requirements for 2026/27 which had been updated with figures that were considered at the November meeting. This draft will inform the precept request to West Suffolk District Council.

CPC noted the confirmed expenses of Scribe @£288.00, Internal audit @ £140.00. It was agreed to maintain figure for grass cutting as this is variable depending on weather and growing conditions.

From draft V2 expenditure was noted as being £11764.00 an increase from 2025/26 due increases identified.

For further consideration at the January meeting to confirm precept demand **RESOLVED 25/12/13**

14. Defibrillator – The Clerk reported of notification from the Ambulance Service that the defibrillator has been deployed and may have been used. Therefore, CPC checked the defibrillator and the Clerk would submit a Site Check report on the online WebNos governance system that the defibrillator has been returned to the cabinet, and is in a rescue ready state. The Ambulance Service will be informed it is rescue ready.

Confirmation of regular checks procedure noted.

15. To consider meeting dates for 2026/27 The clerk presented prospective dates for meetings of 2026/27 which were approved **RESOLVED 25/12/15**

16. Items for the next agenda

17. The next Meeting will take place in the Village Hall on Thursday 22 January 2026 at 7.00pm

18. Chairman closed the meeting at 19.50pm

..... Chairman.

Signed as a true record and **RESOLVED** to approve on 22 January 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: - <http://chevington.onesuffolk.net/>