

Minutes of Chevington Parish Council Meeting  
Held on  
Thursday 23 October 2025  
Commencing at 19.00pm in the Village Hall Chevington.

Present: Parish Councillors: Peter Bleeze [Vice Chair], Jo St Clair Roberts, Peter Keegan, Jamie Robertson, the Parish Clerk & District Councillor Mike Chester

1. The Councillor Bleeze took the chair and 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 and reason given were received & approved from Cllrs Shurety, White, McCormack. **RESOLVED 25/10/02** Apologies were received from County Councillor 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 Members requested Dispensations
4. The Minutes of the Parish Council Meeting held on Thursday **11 September 2025** were received and confirmed are a true record and duly signed by the Chair of the meeting **RESOLVED 25/10/04**
5. **Public participation** not required
6. To receive and note any report from the District Councillor ~ Cllr Mike Chester presented his report previously sent to all, but disagreed with the Leader of West Suffolk District Council [WSDC] that the Markets in West Suffolk were thriving. CPC requested that the Christmas Market previously held in Bury St Edmunds should be reinstated. WSDC have confirmed their option of three unitary councils.
7. County Councillor Soons had sent a report which had been circulated to all councillors.
8. Action points and matters arising from previous meetings:
  - a. Report from Clerk – the Clerk reported
    - Bus Stop and strategy funding available
    - One Suffolk D/D for website annual fee taken 1 November £66.00
    - SCRIBE increase in fees possible
    - Cemetery course beginning of November
    - 2 burials: one last week one next week
    - 00535025 BARROW ROAD, HARGRAVE Date reported: 16/09/2025 confirm that highways have ordered work within approximately 20 working days.
    - SALC subscription rate increase 3% likely NALC to be 3.6%
    - Foot path 5 reported to Anglian Water 13 September ongoing waiting for tree work to be undertaken [subsequently reported carried out 23/10/25]
    - Apologies sent from CPC to Little Teapots AGM
    - Email from resident re community speed watch. Chedburgh PC minutes indicate liaising with CPC email sent no reply to date
    - Thermal imaging camera 2 responses kept on file
    - Poppy wreath ordered to the value of £50 it was suggested that the Chair would attend to lay the wreath on behalf of CPC and the residents of Chevington
    - Electrical safety fund not available retrospectively
  - b. Report from Chair – n/a

9. Report from Councillors-

- Cllr Robertson provided an update on the training for the thermal imaging camera, which was attended by Cllr White. The camera is relatively straightforward to use, with images captured via an iPhone. However, the process may be time-consuming if a councillor is required to be present for each loan session.

A rota or log will need to be prepared to manage the schedule during the weeks that CPC has access to the camera. So far, two residents have requested its use. Further promotion will be carried out via the parish magazine and social media channels. Careful planning will be essential to ensure smooth coordination and effective use of the camera.

- Unfortunately, no one was able to attend the Parish Forum

**10. Chevington Neighbourhood Plan** – Cllr Robertson gave an update on the Neighbourhood Plan and presented the report with three priced options and proposal that had been circulated to all. CPC discussed various aspects recognising that an NHP would offer protection for the village in planning terms. A meeting with the Diocese is planned in the next few weeks which will be helpful to understand the wishes of the Diocese in connection with available Glebe land and associated conditions in principle could be drafted into the NHP. Funding for three options was discussed which were varying in degree of complexity. Village support for going forward was essential. Cllr Robertson explained the meaning of a rural exception site as a way of providing affordable housing. The current adopted WSDC Local Plan to 2041 would remain in place. The next Local plan going forward is being prepared which would likely include a call for sites which is a concern and a NHP would offer some protection. District Councillor Chester took some questions from CPC and again stressed that funding he spoke of previously could only be considered with substantial detail in connection with available land and associated conditions. Whilst CPC has funds these are not specifically allocated in ear marked reserves but this could be achieved during the budget process for 2026/27.

Concerns were raised that enthusiasm could wain during the preparation of a NHP and that money could be spent with no end result.

Definition of what the village could look like in the future could be defined in a NHP giving some protection to maintain the village in line with the wishes of the residents and planning law is currently a moveable feast

It was acknowledged that work in developing a draft NHP could progress with little cost to a point where the village could again be consulted to affirm their wishes but the danger of standing still is that you're run over.

It was unanimously **RESOLVED 25/10/10** that Chevington parish council notes the information in the report and asks the working party to continue its work to develop proposals for the village hub

**11. Planning application/s to consider a consultee comment ~ none**

DC/25/1613/HH had been received after the publication of the agenda, it would be included on the next agenda if appropriate

**12. Planning applications decisions to note**

[a] **DC/25/1202/LB** Application for listed building consent - replacement of seventeen windows and repairs to six windows|Stonehouse Farm House Factory Lane Chevington Suffolk IP29 5QF  
**APPROVED**

**13. Governance** – the review of Standing Orders and Financial regulations deferred.

- 14. Community speed watch** – the clerk reported that a member of the public had asked for an update to which the clerk had responded noting that Chedburgh were also looking to set up a group. An email had been sent to Chedburgh PC but no response to date
- 15. Emergency Planning** – The clerk had located the previous emergency plan of 2024 it was **RESOLVED 25/10/15** to update the redacted information and review further following local authority reorganisation
- 16. Overgrown vegetation in the village** was discussed; some areas seemed to have been cut back as perhaps part of a planned approach but one area was of concern which had encroached up to the curb. Clerk to report on Highways portal and send to all a draft letter that could be sent to relevant property owners responsible **RESOLVED 25/10/16**
- 17.** It was reported that any proposals for Quiet lanes in conjunction with Chedburgh would not progress
- 18. Finance & Accounts Year Ending 2025/26**

[a] To review the financial reports to 30 September 2025 and to note bank balance of £24,558.16 in total transactions as below and income received against budget. The Clerk reported that some transactions were not in budget currently which would need allocating as a cost code/ centre for 2026/27~ **Noted**

[b] CPC agreed and approved payments listed below **RESOLVED 25/10/18b**

[c] CPC agreed and approved payment of appropriate invoices received after Agenda issued PAYE to HMRC **RESOLVED 25/10/18c**

[d] banking arrangements were still not able to be confirmed payments were therefore made by cheque

PAYMENT NUMBER	PAYEE	DESCRIPTION	NET	VAT	GROSS	NOTES/CHQ #
001051	Mr P Keegan	Reimbursement costs for repairs to noticeboard	6.65 55.98 13.30	1.33  2.66	7.98 55.98 15.96	79.92 total
001052	Ms S Beckett	Clerk salary month 7	371.60		371.60	
001053	HMRC	PAYE as discussed	190.46		190.46	WFHA
001054	SALC	Payroll services	15.00	3.00	18.00	
001055	McGregor Services	grass cutting	80.00	16.00	96.00	
001056	Community Heart Beat Trust	Annual defibrillator renewal	135.00	27.00	162.00	

- 19.** The defibrillator has been checked regularly since the last meeting and the ‘system’ of Cllr White sending a photo of the machine to the clerk for completion on the Webnos website is working well
- 20.** Items for the next agenda were noted throughout meeting
- 21.** To note the next Meeting will take place in the Village Hall on Thursday 13 November 2025 at 7.00pm
- 22.** A public exempt not required.
- 23.** Chairman closed the meeting at **20.38pm**

..... Chairman.  
Signed as a true record and **RESOLVED** to approve on 13 November 2025.

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/>