

Minutes of Chevington Parish Council Meeting
Held on
Thursday 19 March 2026
Commencing at 19.00pm in the Village Hall Chevington.

Present: Parish Councillors: Mark Shurety [Chair], Peter Bleeze, Jo St Clair Roberts, Jamie Robertson, Jeremy White, Peter Keegan, Alistair Mc Cormack and the Parish Clerk. County Councillor Karen Soons, District Councillor Mike Chester and 3 members of the public

1. The Chair, Councillor Shurety welcomed all to the meeting, reminding those in attendance of the fire safety procedure and announced that proceedings may be filmed or recorded.
2. No apologies were required
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 22 January 2026** were received and confirmed are a true record and duly signed by the Chair of the meeting. **RESOLVED 26/03/04**
5. **Public participation** ~ A member of the public spoke to the planning application at agenda item 14 DC/26/0300/FUL and was available to clarify questions from the councillors. A second member of the public introduced themselves as a prospective candidate for the May 2026 Suffolk County Council elections. A further member of the public voiced concerns about the prospect of a Forest City development and requested the Parish Council formally make representation. This was an agenda item. The same member of the public requested the Parish Council report various places in the village where signage is either damaged or missing. The clerk requested from the member of the public, photographs for ease of identifying locations and reporting
CPC **RESOLVED 26/03/05** to bring forward item 14 [the discussion & decision remains in the agenda order] a member of the public then left the meeting
6. District Councillor Mike Chester ~presented his report from West Suffolk District Council and spoke of: the leader's statement, budget, better Brandon investment, better recycling, the Culture strategy. Concerns were raised to Cllr Chester about the management of Bury Market which is causing an exodus of long-established traders which is extremely concerning and disappointing. Cllr Chester left the meeting at 8.00pm
7. County Councillor Karen Soons presented her report from Suffolk County Council: proposals for new 20mph speed limit policy for communities, plans for 2026/27 budget, Suffolk County Council appeals against incorrect government Red highways rating, Nationally significant Anglo-Saxon burial ground found at Sizewell C site, County Council set to approve much-needed provision for children with complex needs, increasing demand in particular for adult and children's social care will add £32.2 million in costs, alongside continued pressures from the Dedicated Schools Grant deficit. This was Councillor Soons last attendance at CPC as she is not standing for re-election in May. A vote of thanks was extended by CPC to Cllr Soons for representing the Village for all the years since being elected in 2017 **RESOLVED 26/03/07** Cllr Soons left the meeting at 7.30pm
8. Action points and matters arising from previous meetings [a] The clerk advised since the last meeting contact had been made to enable a very useful register of burials in the Parish burial ground to be made by a gentleman on a voluntary basis. A cross reference of data will provide a very helpful and historical record.

[b] councillors ~ none

9. Forest City Proposal ~ following a brief discussion and engaging with the member of the public as in Item 5, CPC **RESOLVED 26/03/09** that, as no formal proposal has been submitted, there was nothing meaningful for the Council to comment on at this stage. It was also noted that it remains unclear who any such comment would be directed to. The Council will therefore await a formal proposal before considering the matter further.
10. Barn Field ~ The clerk informed the council of a resident's concern re signage and the direction of traffic in the road. District Councillor Chester was aware of these concerns too. County Councillor Soons requested more information to assist. **ACTION** clerk to email KS
11. **Chevington Neighbourhood Plan** – Cllrs. Robertson and White informed CPC that the Neighbourhood Plan was on hold. They had attended an online meeting with representatives of Community Action Suffolk [CAS] who were responsible for delivering Housing Needs Surveys and covered a number of aspects to progress a HNS for Chevington. A HNS would inform the Parish Council of how to progress the wishes of the village

[a] Chevington Parish Council gave delegated powers to Cllr Robertson to sign the agreement with Community Action Suffolk [CAS] for the Housing Needs Survey [HNS] at no cost to the parish.

[b] Chevington Parish Council gave delegated powers to Cllrs Robertson and White to approve and proceed with the printing of the necessary letters and flyers required to accompany the HNS survey, provided it is at no cost to the parish council. If a decision needs to be made to approve any costs a further meeting of CPC would need to be called.
12. CPC agreed a date for the Annual Parish Meeting of 2026 being 14th May depending on availability of Village Hall. The Clerk would confirm or communicate to arrange an alternative [subsequently arranged for Tuesday 12th May to commence at 6.00pm] Refreshments could be provided. The primary agenda for this meeting will be to inform/consult re the Housing Needs Survey
13. **Thermal Imaging project** A number of further survey were carried out for residents but no further reports or action required. A vote of thanks was extended by CPC to all Councillors who had made this happen and undertaken the surveys **RESOLVED 26/03/13**
14. **Planning application/s to consider a consultee comment** ~

[a] **DC/26/0300/FUL**|Planning application - change of use of outbuilding to holiday let|Mallaby House Queens Lane Chevington Suffolk IP29 5RF
<https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TB0D7TPDIZE00>
 Chevington Parish Council considered this planning application and **RESOLVED 26/03/14a** to fully support.

[b] **DC/26/0211/LB**|Application for listed building consent - replacement windows and doors to all elevations and associated internal and external alterations|Malting Farmhouse Church Road Chevington Bury St Edmunds Suffolk IP29 5QH <https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TA8CK7PD03E00>
RESOLVED 26/03/14b that Chevington Parish Council considered this planning application and whole heartedly supports it. CPC recognises the heritage sensitivities involved but believe a balanced approach is needed, particularly where previous alterations have created ongoing issues and where environmental performance would otherwise be compromised.

15. Governance ~

[a] Chevington Parish Council reviewed the following draft policies and **RESOLVED 26/03/24a to approve and adopt i-x**

i.	Financial Regulations	vi.	IT policy
ii.	Standing orders	vii.	Privacy policy
iii.	internal control policy	viii.	GDPR policy
iv	Risk Management Policy	ix	Freedom of information policy
v	document retention policy	x	Publication scheme

[b] CPC noted confirmation by WSDC of receipt of precept demand

[c] CPC confirmed appointment of Internal auditor and to send letter of engagement

RESOLVED 26/03/15c

16. Finance & Accounts Year Ending 2025/26

[a] The Clerk presented the Scribe financial reports to date with CPC noting the total bank balance of £3,417.25 in current account and £18,726.81 in notice account [signed by the Chair] giving a reconciliation £20,480.29 Income of £190.00 received for a memorial. Transactions were verified, against budget which was reviewed to date **RESOLVED 26/03/16a**

[b] CPC agreed and approved payments presented and listed below **RESOLVED 26/03/16b**

[c] CPC agreed and approved one invoice received from Village Hall for venue hire £36.00

RESOLVED 26/03/16c

PAYMENT	PAYEE	DESCRIPTION	NET	V.A.T	GROSS	NOTES/CHEQ#
cheque	Ms S Beckett	Salary Month 11	397.60		397.60	
cheque	Ms S Beckett	Salary month 12	397.60		397.60	
cheque	Mrs J Stclair Roberts	Travel expenses re thermal imaging camera collection	41.40		41.20	
cheque	HMRC	PAYE	299.73		299.73	
cheque	Ms S Beckett	Clerks' expenses	146.84	9.00	155.54	
Debit card payment	MICROSOFT	MICROSOFT 365	16.66	3.33	19.99	
cheque	Chevington Village Hall	Hall hire for 2 meetings	36.00		36.00	

[d] To discuss banking arrangements. It was confirmed that all signatories have the necessary detail to make online payments. Advised to operate from 01 April 2026. The Clerk advised that Cllr White should also be a signatory for approval at the next meeting

17. Defibrillator checks completed by Cllr White and confirmed on Webnos system by Clerk. A manual is requested

18. Items for the next agenda to consider advising of conditions that might be appropriate on planning applications e.g. parking during renovations

19. The next Meeting will be the Annual Parish Council meeting to take place in the Village Hall on Thursday 21 May 2026 at 7.00pm

20. Chairman thank everyone for attending and closed the meeting at **20.50pm**

..... Chairman.
Signed as a true record and **RESOLVED** to approve on 21 May 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/>