

# Tuddenham St Martin Parish Council



Minutes of the Parish Council AGM meeting held on 6<sup>th</sup> May 2025, commencing at 7:30 pm in the village hall.

**Present:** Messrs. W Pipe, H Brightwell, D Lugo, J Bird, H Beckett, Cllr Colin Hedgley, and Meses. P Proctor, K Lindsay.

**Apologies:** Cllr Elaine Bryce.

## 1. Election of Chair and other office holders and sub-committees:

- Mr Pipe was re-elected as the Chair, and signed his 'Declaration of Acceptance of Office' witnessed by the Clerk.
- Mr Brightwell was re-elected as the Vice Chair by Mr Pipe; this was unanimously agreed by the councillors.
- The role of the Clerk was nominated to continue as RFO by Mr Pipe. This was unanimously agreed by the councillors.
- Mr Bird and Lugo were suggested to remain as the representatives of the Parish Council for the playground and playing field, this was unanimously agreed by the other councillors.
- Mr Brightwell was nominated to remain the representative of the Parish Council in matters related to community policing, which was unanimously agreed.
- Ms Procter was nominated to remain the representative of the Parish Council on highway and traffic matters; this was unanimously agreed.
- Mrs Lindsay agreed was nominated to remain the representative of the Parish Council for both planning matters and community partnership, which was unanimously agreed.
- Mr Trevor Wright has agreed to continue as Tree warden; this was unanimously agreed.

## 2. Chairman welcome and apologies

Mr Pipe welcomed everyone, and apologies were received and accepted.

3. **To receive declaration of interest:** None
4. **Public participation**
5. **To approve minutes of the meeting held on 7<sup>th</sup> May 2024:** Approved and signed.
6. **Matters arising**
7. **Reports of the County Council and District Council representative**

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Available at: <https://tuddenhamstmartin-pc.gov.uk/assets/News/District-Cllrs-Report-to-Tuddenham-APM-AGM-May-25.pdf>

## 8. Clerk's report, including financial matters, correspondence and items not covered in the agenda:

- Update on Parish Council's website, and email address: both addresses have been successfully updated to use a *gov.uk* domain. As part of this update, the previous email address is no longer in active use.
- Clerk to prepare for current financial year's internal audit.
- The clerk reported the amount held by the Parish Council accounts to date:

Business account: £26594.01

Community account: £583.27

- Payments authorised since the previous meeting held on 4<sup>th</sup> March 2025:

£27 to SALC, for 6 monthly Pay Roll membership (made on 11/04/2025)

£129.87 to SCC, for street light maintenance (made on 28/04/2025)

£571.55, clerk's salary (28/04/2025).

9. **Management of the Parish Council land (The Old Stores):** It was agreed that the sub-committee will decide on the next steps to deal with the ongoing issue related to The Old Stores.
10. **Playground repairs/maintenance:** The pedestrian gates have been restored. Repairs to the fort are scheduled for the spring/summer. An allocation of £100 towards the costs of playground repairs was unanimously approved.
11. **Planning, including any updates on outstanding applications, and Westerfield proposed scoping operation:** It was suggested and agreed that additional leaflets are to be distributed throughout the village. No feedback has yet been received from the inspectorates about Keightley Way, and the matter remains pending. There were no further updates regarding Manor Farm.
12. **Highway matters:** Two damaged signs in the village have been reported, but neither has been addressed, the same applies to the damaged sign on Fynn Lane. The Greenways project has tidied the Back Lane and carried out repairs to the footpath.
13. **Community policing:** Nothing to report.

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**14. Items to include for the next meeting:** Highway and planning matters, playground updates and internal audit.

**15. Date and time of the next meeting:** 1<sup>st</sup> July 2025 at 7:30 pm

**Meeting closed at 8:11 pm**

Tilly Rampley – Parish clerk for Tuddenham St Martin

[clerk@tuddenhamstmartin-pc.gov.uk](mailto:clerk@tuddenhamstmartin-pc.gov.uk)