

Helmingham Parish Council

Present:

Cllr N Hardingham
 Cllr T Davis (also acting Clerk)
 Cllr L Clark (Chair)
 Cllr D Penny
 1 Member of the Public

17-10-25

MINUTES

1. Meeting administration

- a) To consider & Approve Apologies for absence
The Chair opened the meeting and all were present.
- b) To Co-opt a Councillor
There was no one present to co-opt
- c) To receive Declarations of interest on agenda items
No interests were declared

2. To Approve the draft minutes of the Parish Council Meeting held on 9th July 2025 and for the Chairman to sign as a true record

- a) Matters arising from the minutes
No matters were arising and the minutes were unanimously **AGREED** and the Chair signed them

3. Public Participation Session (To hear reports from the County Councillor, District Councillor and Comments from the Public and invited guest speakers)

District Councillor Hardingham & County Councillor Hicks had forwarded their report and no questions were asked.

4. Planning & Governance Consultations

To Discuss and Approve the joint CGR Proposal

The Clerks of both parishes had collated details and formed the proposal ready to be given to Mid Suffolk and this was accepted.

5. To discuss the update from the Acting Clerk on banking

Cllr Davis confirmed that a complaint was in action with Barclays and an offer of £100 had been received for the problems incurred in changing the banking mandate. Correspondence should be sent through shortly now that the mandate was going through and a concluding complaint letter to also be received shortly. All those associated with an unpaid invoice were being very patient and understanding during this time and Cllr Davis felt it acceptable for the parish to incur any reasonable late payment charges from them, one of which had been received – which would be covered by the Barclays goodwill gesture. Cllrs were happy with this.

6. To discuss and approve the update from the RFO on a new Insurer and Policy cover for £214.00

Cllr Davis had forwarded the cover details round to all Councillors and the some discussion took place on cyber cover. It was Proposed, Seconded and Unanimously **AGREED** to take up this cover.

7. To hear an update from the employment panel on a new Clerk and formally approve hire of new Clerk

Cllr Clark and Cllr Hardingham relayed the process to the Council and introduced the successful candidate. It was Proposed, Seconded and Unanimously **AGREED** for Ms S Clare to be hired as Clerk and for the Chair to sign the employment contract on behalf of the council.

8. To discuss (and approve if needed) on new grass cutter for Helmingham PC


The Chair announced that as part of the investigations Helmingham Hall had agreed to step in and extend their remit of grass maintenance to volunteer for the large grass verge in Helmingham. This was gratefully received and the Council asked if Cllr Clark would express their thanks to the Hall.

9. Next meeting date: It was AGREED that the next meeting would be on 16th January 2026

10. Any matters for the next meeting to be noted

The Chair had received communication from a resident in respect of the Speeding Device and if it can be moved between allotted sites. The Chair will contact the local volunteer to discuss this.

Meeting Closed 8:19pm


 LESLEY J. CLARK