



HELMINGHAM PARISH COUNCIL

All Councillors are reminded of their obligations under the Code of Conduct Regulations.

Minutes of the Meeting held on Friday 6th March 2026 at St Mary's Church, Helmingham

Attendance	Lesley Clark (LC) (Chair)	Nick Hardingham (NH)	David Penny (DP)
	Sarah Clare (Clerk)	Parish & District Councillor	Matthew Hicks (MH)
			County Councillor

Public present at the meeting: 0

FPC 26-02-01 Apologies for Absence

Teresa Davis (TD) had sent apologies due to ill health, the Council accepted.

FPC 26-02-02 Declaration of Interests

None

FPC 26-02-03 Public Forum

None

FPC 26-02-04 To Receive County Councillor's Report – County Councillor Matthew Hicks (MHi)

The most recent report from the County Councillor will be sent out soon, circulated to the Council and posted on the village website <https://helminghamparishcouncil.gov.u.k>

MHi brought attention to the following:

The Norwich to Tilbury pylon scheme had an Open Floor Hearing in February, when interested parties were invited to present their views in person. Unfortunately, it seems that very little was considered of resident's views. Suffolk County Council are continuing to push to have the deadline moved back to 2035, which evidence indicates could then make an offshore solution more viable, but National Grid are refusing to look at alternative proposals. There is also continuing uncertainty about the working hours for the project, or the environmental impact.

A trial scheme will be taking place in Bury St Edmunds to remove vehicles that are blocking road resurfacing work. This is in response to a number of instances where crews have been unable to carry out works, which has cost the Council significant money, as each abortive visit where works are unable to take place costs in the region of £15K. The vehicle removal scheme will only take place for planned works, that have been clearly notified in advance, not reactive call outs. The money charged to residents for retrieving their cars will be kept to a minimum, just covering the costs, it is not intended to be a money making scheme.

There have been some staffing changes, with the Chief Executive stepping down at the end of March. Due to the Local Government Reorganisation it was decided to appoint two joint Chief Executives from existing Directors within the Council to cover the interim period of change. This will lead to a saving of £92K a year, along with saving time on recruitment and making use of the existing knowledge of Suffolk within the organisation.

FPC 26-02-05 To Receive District Councillor's Report – District Councillor Nick Hardingham (NH)

The most recent report from the District Councillor was presented to the Council and is now posted on the village website <https://helminghamparishcouncil.govuk>

All present had read it and no queries were raised.

Signed (Chair) Signed (Clerk)

FPC 26-02-06 Minutes of previous meeting

The Minutes of the meeting held on Friday 16th January 2026 as a true and accurate record, were proposed by LC, seconded by NH and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

FPC 26-02-07 Matters Arising and Action Points from January minutes

1. Send note to Together Magazine to encourage people to come forward for co-option to the Parish Council. DISCHARGED
2. Contact Suffolk Cloud to arrange gov.uk emails for Clerk and Chair. DISCHARGED
3. Publish meeting dates for 26/27 on village website. DISCHARGED
4. Book meeting dates for 26/27 with church. DISCHARGED
5. Publish budget as approved at the meeting on the village website. DISCHARGED
6. Submit precept request for 2026-2027. DISCHARGED
7. To distribute payments as detailed on the January 2026 Payment Schedule. DISCHARGED
8. Forward link to Online Reporting Tool and report dangerous tree across footpath. DISCHARGED

FPC 26-02-08 Planning

- a) To consider planning applications that had been submitted since the last meeting:
 - i. DC/26/00234 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of Gables Barn to 2no. dwellings. Gables Barn, Gosbeck Road, IP14 6EP

Councillors had all studied the application in advance of the meeting. After discussion it was decided to **SUPPORT** the application.

LC proposed, DP seconded, all voted in favour and **IT WAS SO RESOLVED**.
- b) To consider any planning applications which have been submitted since agenda published: None
- c) Updates and outcomes on previous planning applications: None

FPC 26-02-09 Parish Council Activities & Projects

- a) To consider co-option to Council - Nobody came forward for co-option. The Clerk confirmed that the website clearly shows three vacancies, with an explanation that if sufficient volunteers were to come forward then the District Councillors would stand down to allow local people to take the positions. It was agreed to ask the local Together magazine to run the article about the need for people to come forward again in their next available issue.
- b) Arrangements for Annual Parish Meeting – The Clerk requested contact details of any groups that need to be approached and asked for a report. It was agreed to approach the church and the primary school to see if they wished to submit a report. LC to provide the contact details for the church to the Clerk.

FPC 26-02-10 Finance

- a) To review the Financial Statement for the month, as supplied by the Clerk - The Clerk had previously circulated the Financial Statement for March. There were no queries. LC proposed acceptance, NH seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.

Signed (Chair) Signed (Clerk)

- b) Update on bank mandate changes – The Clerk had received an email from Barclays explaining that the changes requested required the signature of the Chair. LC signed the necessary forms and the Clerk will forward them to the bank for action. It is hoped that this will finally enable the Clerk to access the accounts online.
- c) To agree payments as detailed on Payment Schedule - LC proposed authorisation, NH seconded and **IT WAS SO RESOLVED**. LC and NH will action the payments as soon as possible.

FPC 26-02-11 – Feedback from External Meetings – None

FPC 26-02-12 - Matters of urgency to be brought to the attention of the Council

- a) Items for next agenda:
 - Policy Reviews
 - Approval of CIL Statement and Audit Papers

Items for the May Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 4th May 2026 at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

There being no further business requiring the attention of the Parish Council, the meeting was closed at 7.07pm. The next Parish Council meeting is set for **Friday 15th May 2026** at 6.30pm, in St Mary's Church, Helmingham

DRAFT

Signed (Chair) Signed (Clerk)