

Great & Little Whelnetham Parish Council

Minutes of the Parish Council meeting held Wednesday 18 June 2025 at 7.30pm at Great Whelnetham Community Centre

Present	Councillors Peter Royce, PR, John Hepworth, JH, Paul Wallace, PW, Bill Atkins, BA, Lucy Allen, LA, Elaine Gorman, Clerk.
1. Opening meeting	The Chair opened the meeting and thanked everyone for attending.
2. Apologies	Received from Cllr Tim Webber. Council agreed to consent to accept apologies.
3. Declarations of pecuniary and non-pecuniary interests	None declared.
4. Minutes	Minutes of the previous meeting held 14 May 2025 and minutes of the Annual Parish Meeting were both approved (minutes as detailed on the website). JH proposed and PW seconded.
5. Public Forum	The Chair's report had been circulated prior to the meeting. County & District Cllr Karen Soons' latest newsletter was circulated prior to the meeting. The Clerk's report was circulated prior to the meeting. A member of the public had submitted a question via email regarding the state of the grit bin at the junction of Stanningfield Rd and Sudbury Rd. The Clerk has bought a replacement. Correspondence including Town & Parish Council forum, NHW reports, play inspection reports and other items have been circulated. Cllr BA offered to contact contractor re picnic benches installation.
6. Statutory Business	<ul style="list-style-type: none"> a) The Noticeboard Policy 2024 was reviewed and it was agreed the noticeboards due to be situated on the walk will display details only relating to promoting the Railway Walk, including advisory notices re footwear, the type of fauna & flora found and photos of work being undertaken etc. Clerk to update notices. b) The Clerk explained the requirement for the PC to redeclare to the Pensions Regulator the fact that there is no auto-enrolment into a pension for staff of the PC for 2025. This was completed in May 2025.
7. Planning applications decided by PC since last meeting	<p>-DC/25/0770/TCA, Trees in a conservation area notification – one Sycamore (T1 on plan) coppice, Location, Highfields, Lt W'ham Rd, Lt W'ham, IP30 0DA, No comment.</p> <p>-DC/25/0876/HH, H/h planning application, three bay cartlodge (following demolition of existing garage), Location, Perranwell, The Street, Lt W'ham, IP30 0DG, Comment – Restriction for use as cart lodge only.</p>
8. Finance	<ul style="list-style-type: none"> a) Council received and approved the Annual Internal Audit report ending 31 March 2025 as produced by the council's approved internal auditor SALC. There were no recommendations. b) Council approved section 1 of the Annual Governance Statement for the year ending 31 March 2025. c) Council considered and approved section 2 of the Accounting Statements for the year ending 31 March 2025 d) Council considered and approved section 3 confirming that gross income and/or gross expenditure exceeded £25,000 for the year ending 31 March 2025 and that a limited

	<p>assurance review is required. The Clerk will email the external auditors PKF Littlejohn.</p> <p>e) Council received and noted the payments and receipts since last meeting and approved the bank reconciliation. Balance of bank account is £20,175.97 less cheques of £417.27 to be approved and issued.</p> <p>f) Bi-monthly statement received and approved. The following payments were approved:</p> <table><tr><th>Detail</th><th>Chq No</th><th>Net of VAT</th><th>VAT</th><th>Total</th></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td>SALC</td><td>948</td><td>66.00</td><td>13.20</td><td>79.20</td></tr><tr><td>Women’s Lighthouse</td><td>949</td><td>200.00</td><td></td><td>200.00</td></tr><tr><td>EAAA</td><td>950</td><td>100.00</td><td></td><td>100.00</td></tr><tr><td>E. Gorman, exps</td><td>951</td><td>38.07</td><td></td><td>38.07</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Total</td><td></td><td></td><td></td><td>417.27</td></tr></table> <p>g) Council noted that the second ½ yearly VAT reclaim for Oct 24 – Mar 2025 was submitted to HMRC under section 33 of the VAT Act 1994 for £1,120.66.</p>	Detail	Chq No	Net of VAT	VAT	Total						SALC	948	66.00	13.20	79.20	Women’s Lighthouse	949	200.00		200.00	EAAA	950	100.00		100.00	E. Gorman, exps	951	38.07		38.07						Total				417.27
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9. Railway Walk	<p>a) Council approved request for Cllr LA to attend a SWT course in July at a cost of £20.</p> <p>b) A discussion took place which resulted in a Working Party being set up to further the development of the R/Walk. The WP will consist of members of the PC and public interested in getting involved with maintaining and developing this site. Cllr LA has a couple of funding opportunities to pursue.</p> <p>c) The Working Party will get together to discuss further once Cllr LA has attended the SWT course in July 2025.</p> <p>d) The Council resolved that the deeds do not permit cyclists on the Railway Walk.</p>																																								
10. Matters for next meeting	a) Crossing at post office																																								
11. Close of meeting	8.45pm																																								
12. Date of next meeting	Wednesday 10 September 2025																																								

Signed.....

Dated.....