Felsham Parish Council

Minutes of the ANNUAL GENERAL MEETING of FELSHAM PARISH COUNCIL held on 19th May 2026 in the Village Hall

Present: Cllr Simon Garrod (Chairman), Cllr Ken Sparkes, Cllr Paul Kearney, Cllr Mark Tavernor,, Cllr Beverley Williams, Cllr Karen Hubbard

In attendance: MSDC Cllr Nicky Willshere, Clerk & RFO Miss Isabelle Reece

Apologies: None

2026/001 Nominations, Election & Acceptance of Office of Chairman– Proposed by Cllr Hubbard & seconded by Cllr Williams and a unanimous vote Cllr Simon Garrod was unanimous vote re-elected Chairman

2026/002 2025/002 Nominations and election of Vice Chair – Proposed by Cllr Garrod & seconded by Cllr Kearney, Cllr Sparkes & a unanimous vote was re-elected Vice-Chairman

2026/003 To receive apologies for absence – None Received

2026/004 Declarations of Interest and requests for dispensation – Cllr Sparkes Felsham Charity

2026/005 Minutes of the Previous Parish Council – the Minutes of the meeting of 14th April were considered, **APPROVED**, and signed by Cllr Garrod as a true record

2026/006 To receive reports from SCC & MSDC Cllrs

a. **SCC Cllr Penny Otton -** Cllr Otton's Annual Report to the Parish Council had been received & noted at the Annual Parish Meeting; and is available on this website. The newly elected County Councillor was not in attendance

b. District Councillor Willshere – Cllr Willshere's Annual Report had been received & noted at the Annual Parish Meeting and is available on this website. She alluded to the change of administration at SCC and that the New County Council had was decided to mount a formal challenge (Judicial Review) to Central Government's decision to implement the Unitary Authority System across Suffolk

2026/007 Public Forum – there were no members of the Public in attendance

2026/008 There was nothing to report not elsewhere on the Agenda

2026/009 Finance & Governance

a. To Receive the RFO's Report – a Financial Report had been circulated; Cllr Kearney signed the Bank Reconciliation

b. The following order requests for payment were **APPROVED:** Clerk April £282.60, Blackthorn, Grass Cutting £346.00

c. Insurance provision was **APPROVED** & Payment **AUTHORIZED**

d. Funding for Felsham & Gedding Village News' Adobe Package was discussed: consensus was against increasing current annual funding by a factor of ten and it was suggested that the Village News consider other options, including approaching District & County Councillors for funding via Locality Budgets

e. To consider any further Audit, Finance & Governance Matters – there were none

2026/010 To appoint/confirm officers & representatives to outside bodies & receive urgent reports

a. Conservation Officer – Proposed by Cllr Garrod & seconded by Cllr Hubbard: **Cllr Kearney**

b. Footpath Officer – Proposed by Cllr Hubbard & seconded by Cllr Sparkes: **Cllr Kearney**

c. Tree Officer – Proposed by Cllr Garrod & seconded by Cllr Sparkes: **Cllr Tavernor**

d. Local Housing Needs – Proposed by Cllr Tavernor & seconded by Cllr Hubbard: **Cllrs Garrod & Sparkes**

e. Village Hall Committee – Proposed by Cllr Garrod & seconded by Cllr Hubbard: **Cllr Williams**

f. Playing field Committee – Proposed by Cllr Garrod & seconded by Cllr Tavernor: **Cllr Kearney**

g. Felsham Charity Trustees: Three *ex officio* nominated by the Church: Mrs Patricia Wilson, Rev. Sharon Potter & Mr Phil Cockell and five nominated by the Parish Council: Mr Andrew Conquest, Ms Hayley Gillbrook, Cllr Ken Sparkes, Mr Brian Francis & Mrs Joan Llewelyn.

2026/011 Planning & Conservation Area

a. DC/26/01896 Non-material amendment Felsham & Gedding Village Hall – **NO COMMENT**; DC/26/01596 St Peter's Church, Felsham Tree works – **NO COMMENT**

b. Decision DC/26/01596 – which arrived at the same time as the application & DC/25/05432: Monks Park Cottage Cockfield Road Felsham IP30 0QP Conditions – external vents - **NOTED**

c. Neighbourhood Planning, including possible follow-up meeting with Sue Downs - Following last months discussions, it was **AGREED** to meet with Registered Providers. **ACTION –** Clerk to contact Housing Enablement to arrange meetings with Registered Providers.

The Conservation Officer **NOTED** that the external works to the Six Bells Public House had been completed and had enhanced the overall appearance of the premises; and expressed gratitude that Admiral Inns had provided investment for Felsham's village pub.

2026/012 To consider priorities for the coming year – this was postponed till the next meeting. Cllr Hubbard had met with the new Village Rangers, who are happy with arrangements discussed; they have been out picking litter, cleaning algae from road signs & weeding grit bins. They have set themselves completion targets by the Village Summer Fair to show Felsham at its best. Cllr Hubbard will continue to liaise with and report for the rangers. **ACTION** – Cllr Hubbard order printed hi-viz vests for reimbursement

2026/013 Correspondence - To consider any correspondence tabled – None, other than the parishioners who had addressed the Annual Parish Meeting, which immediately preceded the AGM

2026/014 The Meeting Schedule for 2026/2027 was confirmed: 9th June, 14th July, 15th September, 13th October, 10th November, 8th December; 2027 – 12th January, 9th February 9th March, 13th April, 18th May (Plus Annual Parish Meeting)

Cllr Sparkes also reported that he had changed the location of one of the VASs, which both need new batteries.

The Meeting was closed by Cllr Garrod at 20.47hrs

Signed_____ Chairman Dated_____