

LAWSHALL PARISH COUNCIL MINUTES

Date of meeting: Tuesday 10th June 2025
Time: 7:30pm
Venue: Village Hall
Clerk: lawshallpcclerk@outlook.com

PRESENT:	ACTION
Mark Anson (Chair), Juliet Frost, Andy Irish, Louisa Mower, Richard Kemp 4 Members of the public	
1. APOLOGIES Noted and accepted from Catherine Baynton, Melvin Coe, Robert Staveley, Michael Holt, Stephen Plumb	
2. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting. None.	
3. MINUTES OF THE PREVIOUS MEETING To confirm the minutes of the meeting held on Tuesday 13th May 2025 are a correct record. Draft minutes detailed on the website and emailed to Councillors. Shared by MA. Proposed by MA. Seconded by AI.	
4. MATTERS ARISING To receive progress of actions from last meeting and consider any matters arising from previous meetings not covered elsewhere in the agenda. <ul style="list-style-type: none"> • Round and About Lawshall. MA proposed the use of 4 pages to enable more communication between the parish council and residents as well as considering making an annual contribution to support the magazine if needed. Seconded by AI. 1 free page is already used for a monthly report. The Village Hall Management Committee to email RK who has offered to support with £300 locality funding this year. LM to make Round and About Lawshall a standing agenda item so Council can consider what to include monthly. 	LM
5. REPORTS <ul style="list-style-type: none"> • To receive a report from Richard Kemp, County Councillor, circulated prior to the meeting. Shared by RK. • To receive a report from Michael Holt and/or Stephen Plumb, District Councillors, circulated prior to the meeting. Shared by MA. <p>Reports to be added to Lawshall Parish Council website.</p>	LM
6. UPDATES AND CORRESPONDENCE <ul style="list-style-type: none"> • To adopt Standing Orders. Proposed by MA. Council agreed adoption. 	

<ul style="list-style-type: none"> • Information from Police Forum. Shared by MA. https://www.suffolk.police.uk/area/your-area/suffolk/sudbury-and-haverhill/sudbury-rural-north/about-us/crime-map 	
<p>7. FINANCE To receive a finance report, consider grant requests and authorise payments.</p> <ul style="list-style-type: none"> • Business account: £21,088.81 • Community (Operating) account: £6,883.36 • Bank Interest: (received 2/6/25) £66.53 • VAT Refund (to be received): £701.52 • Signing of the CIL Expenditure Report for 2024 to 2025. Proposed by MA. Seconded by JF. • To review Asset Register. Reviewed and proposed by MA. Seconded by JF. LM to contact Cumbria Clock Company regarding insured value of Memorial Clock. • Consideration of the AGAR and supporting documents ready for approved Internal Audit by Heelis and Lodge. E.g. Internal Controls, Risk Assessment, Internal and External Audit Reports. MA proposed. Scrutinised and seconded by JF. • To review and adopt Financial Regulations. LM to add to July agenda. <p>INVOICES TO BE PAID</p> <ul style="list-style-type: none"> • Clerk salary for the month of May: £617.76 • AWFM Ltd for monthly grounds maintenance at play area and burial ground (24/5/25): £184.13 (Recreation ground maintenance, CIL). <p>MA proposed these payments. Seconded by AI. LM and MA to action.</p>	<p style="text-align: right;">LM</p> <p style="text-align: right;">LM, MA</p>
<p>8. PLANNING To consider planning applications and appeals.</p> <p>APPLICATION FOR PLANNING PERMISSION - DC/25/02356 Proposal: Conversion of redundant cart lodge to 1no. self-build dwelling. Location: The Limes, Hibbs Green, Lawshall, IP29 4QG. Comments invited by the 30th of June 2025.</p>	
<p>9. PUBLIC FORUM AND MATTERS FOR CONSIDERATION AT THE NEXT MEETING</p> <ul style="list-style-type: none"> • To receive comments or questions and matters of concern from Councillors. <p>Council agreed to August recess proposed by MA. LM to contact Village Hall Management Committee about cancelling hall hire. Seconded by JF.</p>	<p style="text-align: right;">LM</p>

<ul style="list-style-type: none"> To receive comments or questions and matters of concern from members of the public either in person, email or writing. <p>Chair of Village Hall Management Committee asked for contacts to help with the possibility of installing a defibrillator there. Council shared ideas.</p>	
<p>10. CLOSE OF MEETING</p> <p>8.29 p.m.</p>	
<p>DATE OF NEXT MEETING:</p> <p>Tuesday 8th of July 2025</p>	