

HEPWORTH PARISH COUNCIL

MINUTES OF PARISH COUNCIL ANNUAL MEETING

HEPWORTH PAVILION

THURSDAY 15 MAY 2025

7.30pm

PRESENT:

Councillor Garry Bloomfield (GB) (Chair)

Councillor Marjorie MacPherson (MM)

Councillor Perry Penn (PP)

Councillor Hollie Williams (HW)

IN ATTENDANCE:

Andy Osman (Parish Clerk) (AO)

25/49 ELECTION OF CHAIR AND VICE CHAIR

The meeting **agreed that Cllr Garry Bloomfield would remain as Chair and Cllr Nick Bennett would remain as Vice Chair.**

25/50 APOLOGIES

Cllr Nick Bennett sent apologies which were accepted.

25/51 DECLARATIONS OF INTEREST

None.

25/52 PUBLIC FORUM

None

25/53 REPORTS FROM AND QUESTIONS TO BOTH DISTRICT AND COUNTY COUNCILLORS

County Cllr Spicer and District Cllr Bull were not in attendance.

25/54 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 17 April 2025 had been previously circulated and **it was resolved that these were an accurate record of the meetings.**

25/55 MATTERS ARISING FROM THE MINUTES

Minute 25/40: 17 April 2025 – Allotments. Cllr Louise Robinson was not present to provide an update on the action to write an article for the Hepworth Herald to gauge support for allotments.

Minute 25/40: 17 April 2025 – Planning Application DC/24/1622/FUL. District Cllr Carol Bull was not present to provide an update on the action to clarify with the case Planning Officer why the Suffolk Highways response to the application had not considered Stanton Rides.

Minute 25/47: 17 April 2025 – 'The Stables'. District Cllr Carol Bull was not present to provide an update on the action to clarify the status of the field, thought to be agricultural use only, in relation to the development thus far.

25/56 RISK ASSESSMENT

The financial and asset risk assessment, previously circulated, was considered. It was **resolved to approve this assessment.**

25/57 FINANCE AND ADMINISTRATION

- a. Finance Report. The meeting noted the finance report (current account balance £9,646.52, savings account balance £7,000.00 and the projected outturn at the end of the FY of approx. £3,200 current account and £7,000 savings account). The following payments were authorised:

Hepworth Pavillion Hire	£72.00
Malcolm Saunders (audit)	£90.00

It was agreed to seek authorisation from Cllr Louise Robinson for the payments.

- b. Asset Register. The meeting noted the contents of the Asset Register which had been previously circulated. It was **agreed to write off metal bin 3** as this had been recently removed by West Suffolk Council and replaced with a larger bin.
- c. Audit Report. The meeting noted the contents of the previously circulated audit report which raised no observations.
- d. Governance Report. The meeting approved the previously circulated Annual Governance Report covered by Section 1 of the Hepworth Parish Council Annual Governance and Accountability Return 2024/25. The meeting also confirmed that the Parish Council was exempt from a limited assurance review as its gross expenditure for 2024/25 did not exceed £25,000. **It was resolved that the Clerk was to return the signed Certificate of Exemption.**
- e. End of Year Accounts. The previously circulated Accounting Statements covered by Section 2 of the Hepworth Parish Council Annual Governance and Accountability Return 2024/25 were approved.
- f. Donations. **It was resolved to make the following donations:**
- £250 to the Parochial Church Council of Hepworth for the churchyard.
 - £200 to support the Hepworth Herald magazine.
 - £150 to SARS.
 - £25 to the Royal British legion.

25/58 PLANNING MATTERS

None

25/59 HIGHWAYS MATTERS

No matters discussed.

25/60 CORRESPONDENCE

None

25/61 QUESTIONS TO THE CHAIRMAN

None

25/61 DATE OF NEXT MEETING

It was agreed that the next Parish Council meeting will be on Thursday 19 June 2025 at 7.30 pm.

The meeting closed at 8.02pm.



Andy Osman
Parish Clerk
22 May 2025