

MONK SOHAM PARISH COUNCIL

(Draft) Minutes of the Annual General Meeting of Monk Soham Parish Council held on Tuesday 19th May 2026 at the Bedfield Community HUB.

The meeting commenced at 19:00

05/26 - 01 Present

- Graham Wigley (Chairman - GW), Charles Bagnall – CRB - Vice Chairman), Julian Sayer (JS), Caroline Berkley (CB), Katy Nette-Thomas (KNT) and Robert Stimpson (RS).
- Geoff Robinson (GR), as Parish Clerk.
- Matthew Hicks (SCC & MSDC War Councillor for Item 05/26 - 06 Below).
- There were no members of the public present.

05/26 - 02 Apologies for Absence

- None.

05/26 - 03 Election of Chair and Vice-Chair

- GM and CB were unanimously elected Chair and Vice-Chair respectively.

05/26 - 04 Declaration of Members Interests

- All the councillors were reminded that they must notify GR of any changes affecting their Register of Members Interests. None were notified.
- GR thanked the Councillors for the responses to a recent SALC circular, which had prompted confirmation that there had been no changes.

05/26 - 05 Councillor Vacancy

- There had been no progress.
- GR to re-start the process and Councillors to try and identify suitable candidates.

05/26 - 06 Report from Matthew Hicks – SCC and MSDC Ward Councillor

- MH ran through his Annual report, which included items on SCC's budget & the high cost of care, the proposed pylons, libraries and the new fire brigade control room.
- CRB raised the fact that all of the postcode IP13 7EX were still awaiting their new recycling bins. MH stated that many areas still were. GR to contact MSBC.

05/26 - 07 Minutes of the Last Meeting (24th February 2026)

- These were agreed and then signed by GW as an accurate record.

05/26 - 08 Action Points from the Meeting

05/26 - 09 Police Report

- GR stated that the Police National Crime Map showed no recorded crime in the village over the period January to March 2026.

05/26 - 10 Planning Update.

- DC/23/04453 (Primrose Farm – Smallholding, etc.). Refused and an appeal is still with the Planning Inspectorate against the enforcement notice.
- DC/25/04387 (Green Farm). Bungalow extensions had been deemed not to require planning permission by MSDC

05/26 - 11 Financial Update

- Expenditure since the last meeting in the 2025/26 financial year (February 2026) had been the payment of the Clerk's Salary, including PAYE and expenses, amounting to £1042.03 & £79.10 respectively, £20.00 to the RBL (Remembrance Day Wreath), £2.25 bank charges (NatWest) and £6.05 PAYE Arrears (HMRC).
- There has been no Income since the date of the last meeting during 2025/26.
- Expenditure so far in the 2026/27 financial year had been £30.00 To Terry Mayes (for The Green upkeep) and £4.75 bank charges (Nat West).
- Income in 2026/27 has been £276.02 VAT refund for the 2025/26 Financial Year (HMRC), £1,700.00 for the first half-year precept (MSDC) and £72.00 for footpath cutting (SCC Highways0).
- GR also produced an estimate for rest the 2026/27 financial year which showed a projected surplus of £2,430.00 on the 31st March 2027. However, he added the caveat that it was very much a ballpark figure as it is difficult to assess all expenses up to ten months ahead.
- The 2025/26 Annual CIL return had been submitted to MSDC.
- The Parish Council Asset Register was agreed and signed. .
- It was decided not to make a donation to the Air Ambulance in accordance with policy on third party donations.
- The locally audited 2025/26 annual accounts and Annual Governance Statement was presented by GR, agreed by the Councillors and signed by GW. GR to facilitate with PKF Littlejohn and comply with the required local publication procedures.
- Paul Burrows was thanked for his local audit and Governance Review for 2025/26.

05/26 - 12 Other Correspondence and Any Other Business

- Andrew Mutton continues his work on Hungers Green and will cut the footpath.
- GR had continued to report potholes, footpaths and other similar matters.
- There had been no response for volunteers for the 2026 MSDC Litter Pick but one villager was disposing of litter where he found it and was thanked for his efforts.
- The notices for the May 2026 SCC Elections had been displayed as required.
- GR had continued to circulate literature relating to Devolution and the local government reorganization.
- Other SALC factsheets had been circulated, including those relating to "Essentials of Absent Management" and "Planning Reform Consultations".
- It was decided not to pursue the latest MSDC tree planting offer.
- JS to obtain and fit replacement slabs to the seat at the village sign.

05/2 - 13 Date of Next Meeting

- The next meeting will be the AGM on Tuesday 1st September 2026 at 19:30 at the Bedfield HUB.

The meeting ended at 20:10 but had been paused between 19:35 and 19:55.

Signed.....