

# MONK SOHAM PARISH COUNCIL

## (Draft) Minutes of a meeting of Monk Soham Parish Council held on Wednesday 10<sup>th</sup> September 2025 the Bedfield Community HUB.

The meeting commenced at 19:30

### **09/25 - 01 Present**

- Graham Wigley (Chairman - GW), Julian Sayer (JS), Caroline Berkley (CB), Katy Nette-Thomas (KNT) and Robert Stimpson (RS).
- Geoff Robinson (GR), as Parish Clerk.
- Mathew Hicks (MH - SCC and MSDC Ward Councillor for item 02/25 – 04 below).
- There were no members of the public present.

### **09/25 - 02 Election of Chairman and Vice-Chairman**

- There has been no response to the attempt to recruit for the councillor vacancy, despite an excellent recruitment flyer by CB, who was thanked for her efforts. It was agreed to continue to try and recruit and perhaps success many come from new residents to the village.

### **09/25 - 03 Apologies for Absence**

- Charles Bagnall – (Approved)
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### **09/25 - 04 Report of District & County Councillor**

- The most recent report from MH had been circulated and posted to the website. He highlighted the salient points. He also reiterated that no further planning permission was needed to host a limited number of events at Honeysuckle Farm (see also Item 09/25 - 11 below)

### **09/25 – 05 Declaration of Members Interests**

- All councillors were reminded of the need to keep their declarations up to date for themselves and spouses/partners. GR to facilitate a change notified by JS.

### **09/25 - 06 Public Open Session**

No members of the public were present.

### **09/25 - 07 Minutes of the Last Meeting AGM - (22<sup>nd</sup> May 2025)**

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

### **09/25 – 08 Action Points from the Meeting**

- The noticeboard and seat at The Green had been refurbished to a high standard and it was agreed looked very good.

### **09/25 - 09 Minutes of the Annual Village Meeting (22<sup>nd</sup> May 2025)**

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

#### **05/25 - 10 Police Report**

- GR stated that the Police National Crime Map showed no recorded crimes in Monk Soham during the period April to June 2025.

#### **05/25 - 11 Planning Update .**

- DC/23/02257. (Static Caravan at Honeysuckle Farm) – Has now been removed.
- DC/25/01266 (Oakfields – Erection of Porch etc.) – Approved by MSDC
- DC/23/04453 (Primrose Farm – Smallholding, etc.). Refused and an appeal is still with the Planning Inspectorate against the enforcement notice.
- Concerns had been raised regarding the forthcoming music event to be held at Honeysuckle Farm. GR had made enquiries with MSDC Planning Enforcement who had stated that up to 28 such events could be held there without additional planning permission under Permitted Development rules. He also confirmed that an occasional alcohol license had been obtained. MH confirmed the situation.

#### **05/25 - 12 Financial Update**

- Expenditure since the last meeting (May 2025) has been £50.00 to Paul Burrows (internal audit), £2.80 NatWest (bank charges) and £24.00 to CAS (gov.uk domain)
- Expenditure outstanding and authorised was £84.00 to Andrew Mutton (Hungers Green work), £209.65 to Julian Sayer (noticeboard refurbishment), and £324.47 to CAS (insurance renewal). Also authorised were £799.68, £187.92 and £76.76 for the Clerk's first-half year salary, PAYE and expenses respectively.
- There has been no income since the last meeting. However, the second half year's percent of £1,662.50 was imminent. .
- The Certificate of Governance and the 2024/25 accounts had been approved by PKF Littlejohn, the National Auditors .
- A payment in 2026 of £30.00 was authorized for Terry towards the upkeep of the green at The Green. JS to monitor.
- GR produced an estimate for the 2025/26 financial year but made it clear that it was without prejudice to any unforeseen circumstances that could occur in the next six months. This shows a projected surplus of £2,123.00 on the 31<sup>st</sup> March 2026.

#### **05/25 - 13 Hungers Green Progress Report**

- Andrew Mutton had cut the footpath on Hungers Green and completed other work.
- Richard Paramee the MSDC Biodiversity Officer had confirmed that the application for wildflower seeds had been granted. However, receiving the seeds has proved to be far from easy due a number of reasons with MSDC. Hopefully, they will be received very soon.

#### **05/25 – 14 Other Correspondence and Any Other Business**

- Various potholes had been reported by GR and several farmers had been requested to restore footpaths.
- GR had received the promised template from MSDC regarding the possibility of creating Community Emergency Planning, but it seemed to require far more initial input and then ongoing time than anticipated. In addition, Bedford PC had decided to shelve the project. It was therefore agreed not to proceed. GR to notify MSDC.
- Information regarding the possibility of receiving a cPAD from the Heart Foundation had been received from MSDC. It was agreed to explore the possibility of placing one somewhere on The Green, but the absence of a suitable site with electricity will be a problem.

- JS raised the possibility of erecting a smaller village sign next to the noticeboard on The Green and will liaise with David Whiham.
- It was agreed that GR would circulate a draft Health and Safety Policy, to include agreed risk assessments where appropriate.
- Andrew Muttock (AM) had offered to replace one of the gateposts at the Bedfield end of Hungers Green free and only charge for the post. This was unanimously agreed and JS will obtain an estimate from AM for the post and thank him for his offer..

**05/25 – 15 *Date of Next Meeting***

- The next meeting will be Tuesday 25<sup>th</sup> November 2025 at the Bedfield HUB commencing 19:30.

The meeting ended at 19:56.

Signed.....