

MONK SOHAM PARISH COUNCIL

(Draft) Minutes of a Meeting of Monk Soham Parish Council held on Tuesday 1st September 2026 held at the Bedfield Community HUB. T

The meeting commenced at 19:30

09/26 - 01 Present

- Graham Wigley (Chairman - GW), Charles Bagnall – (CRB - Vice Chairman), Julian Sayer (JS), and Robert Stimpson (RS).
- Geoff Robinson (GR), as Parish Clerk.
- There were three members of the public present (see item 09/26 – 03 below).

09/26 – 02 Apologies for Absence.

- Katy Nette-Thomas – approved absence.
- Matthew Hicks (SCC & MSDC Ward Councillor) was delayed & did not arrive until after it was over.

09/26 - 03 Co-option of Councillor

- GR explained that there were now two vacancies, as Caroline Berkley had left the village and resigned. Due process had taken place with MSDC and an election had not been called by the ten required village electors required.
- GW explained that several expressions of interest had been received and CVs had been received from the three members of the public present. Accordingly, one applicant agreed to stand aside at the current time.
- Martin Stearman (MS) and Dale Kerr (KE) expressed the wish to be co-opted.
- GR confirmed with MS and DK that they were eligible for the posts and not disqualified under Section 80 of the Local Government Act 1972.
- Accordingly, MS and DK were then unanimously co-opted, signed a Declaration of Acceptance and joined the meeting as councillors. GR also advised them that they must complete a ROI form within twenty-eight days.

09/26 - 04 Declarations of Interest

- All councillors were reminded of the need to keep their ROI declarations up to date for themselves and spouses/partners. No changes were notified.

09/26 - 05 Minutes of the Last Meeting (AGM – 19th May 2026)

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

09/26 - 06 Action Points from the AGM (19th May 2026)

- None

09/26 - 07 Minutes of the Last Meeting (AVM – 19th May 2026)

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

09/26 - 08 Action Points from the AVM (19th May 2026)

- None.

09/26 - 09 Police Report

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

09/26 - 10 Planning Update

- DC/23/04453 (Primrose Farm – Smallholding, etc.). Refused and an appeal is still with the Planning Inspectorate against the enforcement notice. No update available.
- There had been no update on the Rose Farm Kenton Rifle Range.
- Requests for any comments on the East Suffolk & MSDC Local Plans had been circulated.

09/26 - 11 Financial update

- Payments in the current financial year since the last meeting have been £134.83 for the SALC subscription renewal, £50 for the local audit (Paul Burrows), £3.90 bank charges (NatWest) and £82.00 for the gov. domain renewal (CAS).
- There had been no income during the same period.
- The payment of the Clerk's first-half year salary, PAYE and expenses of £775.87, £193.97 & £1645.97 respectively, together with £46.25 for repairs to the main village sign (JS for Terry Mayes) and £314.11 for the 2026/27 insurance renewal (CAS) were approved.
- GR stated that the AGAR Annual audit system will be digitalised from the 2026/27, but was optional, then compulsory in 2072/28. GR to monitor.
- PKF Littlejohn had received the AGAR2 documentation for the financial year 2025/27 and confirmed exemption, with no review to be performed.
- GR stated that MSDC will no longer be accepting payment by cheques but it is unlikely to affect us. However, he will review the situation when a change of mandate signatories occurs.

09/26 - 12 Hungers Green

- An update and report from Andrew Mutton had been previously circulated.

09/26 - 13 Correspondence and Any Other Matters

- GR had continued to report potholes, footpath problems etc.
- JS advised GR of two broken footpath fingerposts. GR to report to SCC Highways.
- GR was continuing to circulate Devolution information as it is received.

09/26 – 14 Date of Next Meeting

- The next meeting will be on the 24th of November 2026 at 19:30 at the Bedfield HUB.

The meeting ended at 20:13.

Signed.....

