



## Syleham Parish Council Meeting

**Unconfirmed minutes (until signed) of the 5<sup>th</sup> March 2025 meeting 7.00 pm at Syleham and Wingfield Village Hall.**

<b>Present:</b>	Malcolm Flounders (MF)	Chair
	Gloria Elsdon (GE)	Vice Chair
	David Goodwin (DG)	Councillor
	Layla Pettit (LP)	Councillor
	Robert Pilch (RP)	Councillor
	Steven Scott (SS)	Councillor
	Lesley Hastie (LH)	Clerk
	Lavinia Hadingham (LaH)	District Councillor
	Henry Lloyd	County Councillor
	Members of the public (MOP)	3

Item No	Agenda title	Action
<b>25.01</b>	<b>Chair's welcome</b> MF welcomed people to the meeting.	
<b>25.01a</b>	<b>Apologies</b> Apologies from Steve Phillips were received and accepted.	
<b>25.01b</b>	<b>Conflict of interest</b> – The clerk reported that she had an interest in 25.05a.	
<b>25.02</b>	<b>Approval of the minutes of December 17<sup>th</sup> 2024 Extraordinary Parish Council Meeting.</b> Councillors approved the minutes with no amendments.	
<b>25.03</b>	<b>District Councillor's Report</b>	
25.03a	LaH said that she had emailed her 'Report to Parishes' to the council and asked if there were any questions. There were no questions from councillors.	
<b>25.04</b>	<b>County Councillor's Report</b>	
	HL said that he had circulated his March County Report and that highlights included: <ul style="list-style-type: none"> <li>• Suffolk County Council's proposal to invest £1.6 million in Suffolk's Fire and Rescue Services</li> <li>• Suffolk County Council's plans to become one unitary authority</li> <li>• Investment in Suffolk's libraries.</li> </ul>	

Item No	Agenda title	Action
	<p>HL added that he had received a request from the chair and the clerk on:</p> <ul style="list-style-type: none"> <li>• Whether there was funding available for sandbags</li> <li>• Whether the council ran a scheme providing snowploughs for tractors for road clearance</li> <li>• Whether there was funding available for village signs.</li> </ul> <p>HL said that the council did not provide sandbags and that he was waiting to hear from Suffolk Highways whether they had a snowplough scheme. He confirmed that the council could bid for grants towards the village sign.</p> <p>MF clarified that the parish council was asking whether there was funding available for the bags for the sand, rather than sandbags. HL said that he would check. <b>ACTION</b></p> <p>MF added that he had reported a number of potholes to the council and that when they had repaired them, the contractors ignored a number of other potholes on the same stretch of road. MF said that repairing the unreported potholes at the same time as the reported potholes would save the council time and money.</p>	HL
<b>25.05</b>	<b>Discussion items</b>	
25.05a	<p><b>Grant Funding</b></p> <p>A grant application from Syleham Historical Society for £400 towards the cost of the 'Syleham Heritage Walk' information board was approved by councillors.</p>	
25.05b	<p><b>Adverse weather</b></p> <p>The clerk confirmed that advice for residents on what to do in the case of flooding, high winds and snow was now live on the parish council website. Councillors agreed to publicise this in the Village Voice.</p>	
25.05c	<p><b>Healthwatch</b></p> <p>GE said that residents were able give feedback on local health services including their GP practices through a survey run by Healthwatch Suffolk. Councillors thanked GE for raising this. More details can be found here: <a href="https://healthwatchesuffolk.co.uk/">https://healthwatchesuffolk.co.uk/</a></p>	
25.05d	<p><b>Gov.uk email and website addresses</b></p> <p>The clerk proposed that the parish council adopt gov.uk email and website addresses as it provided:</p> <ul style="list-style-type: none"> <li>• Increased security</li> <li>• Separated parish business from personal business</li> <li>• Gave residents assurance that they were dealing with Parish Council officials and were not being scammed</li> <li>• An ability to close parish council email accounts when councillors stepped down.</li> <li>• That adopting gov.uk was SALC best practice.</li> </ul> <p>The clerk added that there would be a set-up fee of around £500 and that there would be an annual fee charged.</p>	



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	Councillors agreed to the proposal. The clerk agreed to come back to the council with costs and also whether it was possible to receive email notifications on smartphones from a gov.uk account. <b>ACTION</b>	<b>LH</b>
25.05e	<b>Village Sign Update</b> MF shared a photograph of the work that had been carried out on the village sign which incorporated the windmill and the standards belonging to the Earl of Norfolk and King Henry II. MF said that he would contact a local metal worker regarding producing a stainless steel frame for the sign. <b>ACTION</b>	<b>MF</b>
<b>25.06</b>	<b>Clerk's Report</b>	
25.06a	<b>Planning</b> <b>Indigo Lodge DC/24/03136</b> – The clerk reported that the planning application had restarted and that the council had sent the planning team its objections. <b>Fir Tree Farm - DC/25/00114</b> – Following a site visit by councillors the clerk submitted the Parish Council response (no objections).	
25.06b	<b>Finances</b> The Clerk updated councillors on bank transactions since the last council meeting.	
<b>25.07</b>	<b>Public Participation Session</b>	
	A member of the public highlighted the fact that there was no Public Footpath sign indicating the public right of way from Wingfield Road to Windmill Lane and that it was difficult to work out which direction to take to stay on the footpath at the end of Footpath 16. The clerk confirmed that she would report this to Suffolk Highways. <b>ACTION</b>	<b>Clerk</b>

There being no other business, the Chair thanked those present for their contribution and closed the meeting at 19.40.

**Date of next meeting (including the annual meeting):** 7<sup>th</sup> May 2025 at 7.00 pm at Syleham and Wingfield Village Hall.

Chair: .....

Date: 7-5-25