



**AGENDA FOR A MEETING OF OF ASHFIELD-CUM-THORPE PARISH COUNCIL  
TO BE HELD ON WEDNESDAY 8<sup>th</sup> OCTOBER 2025  
IN THE COMMUNITY HALL AT 7.30 PM**

*The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.*

**Members of the public are welcome at this meeting – see item 2 on agenda**

**1. Apologies for Absence & Appointment of Chair**

**2. Public Forum** *At the discretion of the Chairman, members of the public are invited ask questions or make comments/representations about issues on this agenda, or to request items be put forward for consideration at future meeting. This item will be restricted to no more than 5 minutes per contribution. Members of the public are welcome to stay for the duration of meeting (with the exception of confidential matters) but may not contribute within the Parish Council meeting itself unless specifically invited to by the Chairman.*

**3. Declaration of Interests** *To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

*Applications to be Considered for Dispensation for Disclosable Pecuniary Interest to Determine Ashfield-cum-Thorpe's Parish Council's Budget & Precept applied for by co-opted Councillors for a period of "until the next election within the Parish, or a maximum of four years"*

**4. Report from County Councillor**

**5. Report from District Councillor**

**6. Minutes of previous meeting.** *To resolve that the minutes of the Parish Council Meeting held on Monday 18<sup>th</sup> August 2025 be signed as a correct record.*

**7. Matters arising and Action Points from the August minutes**

**8. Planning:**

- a. *To consider any planning applications which have been submitted since the last meeting: None*
- b. *To consider any planning applications which have been submitted since agenda published.*
- c. *Updates and outcomes on previous planning applications:*
  - i) *DC/25/03423 – Householder Application – Erection of a single-storey rear extension, conversion of the garage into a habitable room, connecting it to the existing house with a glass roof, internal alterations and adding roof lights. Tanzen, The Street, IP14 6LX - Granted*

**9. Parish Council Activities**

- a. *Update on concerns about the unpleasant smell causing problems in the village*
- b. *Report from Chairman to include:*

*Highways & Footpaths: Report on activity since the last meeting including:*

  - i. *Concerns about erosion of verges by large agricultural vehicles*
  - ii. *Update on hedges overhanging the highway*
  - iii. *Reflective posts to mark dangerous ditch*
  - iv. *Cross field path to Debenham*

*Update on consideration of an Emergency Plan*
- c. *To consider and review the Council's Risk Assessment*
- d. *To consider and review the Council's Health & Safety Policy*
- e. *To ratify the decision to renew the Parish Council Insurance Policy confirming it is adequate for the coming year.*
- f. *To adopt Model IT & Email Usage Policy*
- g. *To consider purchase of Anti-Virus Software for Parish Council Laptop*
- h. *Report from Clerk on new Assertion 10 Requirements for Year Ending March 2026, including Mandatory Adoption of Gov.uk domain and emails and consideration of next steps to be taken.*
- i. *Consideration of whether to respond to Community Governance Review*

**10. Finance**

- a. *To review the Financial Statement as supplied by the Clerk*
- b. *Virement to Reserves – balance on financial statement for:*
  - i) *Asset Replacement Fund*
  - ii) *Contingency Fund*
- c. *To consider and review New Model Internal Financial Control Statement*
- d. *To accept NJC recommended pay settlement, including backdating pay claim to 1<sup>st</sup> April 2025*
- e. *To agree payments as detailed on Payment Schedule*

**11. Urgent Matters to be brought to the attention of the Council**

*Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making*

Sarah Clare, Parish Clerk

02/10/2025