

The Parish Councillors of HARGRAVE PARISH COUNCIL are summoned to a meeting of the Parish Council on Tuesday 8th September 2026 commencing at 7:30pm in Hargrave Village Hall.
Members of the public are welcome to join the meeting and can speak during the public forum, thereafter, the public are welcome to stay and observe the meeting but may not address the council.

Councillors present: Antonia King, Toby Bancroft, David Taylor, David Williams (Arrived @ 7:37pm)
Also present: Nicola Calder (Clerk), DC Mike Chester, CC Becci Hopfensperger & 4 members of the public.

MINUTES

1.	Chairman's welcome and opening statement
2.	Apologies – Cllr de Laat, Cllr Cansdale, Cllr Mattheus To receive and accept apologies and reason for absence. Apologies were accepted by all present.
3.	Declarations of interest - NONE a) Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests. b) To receive notification of gifts of hospitality exceeding £50.00. c) To note the determination of requests for dispensation.
4.	PUBLIC FORUM – a) To receive questions and matters of concern from members of the public in attendance on the agenda. The residents' main concerns are the HGV's travelling at speed through the village – see 9.g for resolutions. The clerk will also contact the companies that are using Hargrave as a route and ask them to be considerate and keep an eye on their speed. b) To receive comments or questions relating to Hargrave in general.
5.	To receive and approve the minutes of the last meeting held on 07/07/26 and the planning meeting on 10/08/26 – Signed by A.King & D.Taylor (as Chair for the planning meeting). <i>(Paper copies to be signed off by the Chairman for the file)</i>
6.	REPORTS FOR INFORMATION – a) Report from County Councillor – Beccy Hopfensperger b) Report from District Councillor – Mike Chester - https://hargravesuffolk-pc.gov.uk/assets/Parish-Council/Minutes/2026-2027-Associated-Papers/26-07-Parish-Council-report.pdf Planning changes have been brought in and training will be offered. Planning applications will be dealt with by officers rather than a committee. c) Report from Village Hall Charity – Simon de Laat – Report seen as read.
7.	Matters arising from Minutes of the previous meeting – a) To note the removal of the basketball hoop – sourcing a new supplier. - Noted b) To note the Suffolk Police and Crime Panel Annual Report. - Noted c) To note the E-mail from West Suffolk Council on call for sites. - Noted d) To note e-mail regarding the Village Hall legal status. - Noted
8.	To receive and consider all financial matters coming forth from the RFO – a) To approve items for payment – future and retrospective - Approved b) To note the accounts paid since the last meeting - Approved

	c) To consider and receive the Bank Reconciliations for period need the dates – period ending 31.07.2026 and 31.08.2026 - Approved d) To approve and sign the internal controls checklist. - Approved e) To consider the quotes received for council insurance and recommend one for approval for renewal in Oct. - Approved f) To adopt Standing orders, Code of conduct, Financial Regs & Procurement. - Adopted g) To note the Pay Agreement 2026-27. - Approved h) Note of closure of audit & action points completed by the clerk. - Noted
9.	To receive and consider matters relating to the following: a) To receive and discuss the report regarding the SID speed data from Cllr Williams. – No data, to be sent out at a later date. b) To organise a working party to tidy the weeds on Knowles Green. – The tubes around the trees need lifting, the weeds removed and the tubes put back. Under advisement from Cllr Bancroft this task is to be deferred to spring next year. c) To discuss and organise a party to clean the road signs in the village – an advert for volunteers was added to the newsletter. A resident has cleaned a majority. The signs that do need cleaning are mainly difficult to reach ones. Due to a lack of volunteers coming forward A.King is to obtain a quote from a professional to complete. This will be carried out in the Spring. d) To discuss the damage to road signs in the village and consider options to repair or replace. – Some of the repeater signs are faded and can be replaced. The Parish council can only replace current signs but not install new. Costs and instalment of new posts must be carried out by a qualified contractor. Highways advised that it would be more cost effective for the parish to purchase the signs and posts themselves and use an external contractor to install them. Details of a recommended contractor were provided. Cllr King is to provide a definitive list to the clerk regarding signs to be replaced and posts to replaced. The clerk will contact the external contractor to get an idea of post instalment costs. Final costings to be approved at the next meeting. e) To receive a report following the meeting with Highways on August 17th, 2026, to discuss new and additional road markings and signs throughout the village. Cllr King reported that the following had been discussed and approved with Highways: • Refresh of 30mph roundel and dragons teeth on entrance to the village from Wickhambrook Road. • From Wickhambrook end, 'Slow' painted on road just before the junction to Chevington. • Refresh of the junction markings for Chevington Road (subject to road surface laying plans). • Refresh of the junction markings for Ousden Road (subject to road surface laying plans). • New 30mph roundel to be painted on Bury Road at the start of the 30mph limit. • From Bury Road/Barrow end, 'Slow' painted on the road as you approach the village centre (close to the village hall). • Permission to replace a damaged 30mph repeater sign using an external contractor. f) To consider the costs against the ringfenced grant money previously set aside by Cllr Evans for Highways projects. Cost estimate is £2034.98 for the works outlined in 9e to be carried out. All in favour of moving forward with this project. The Clerk is to contact Highways to confirm we want to carry out the works. g) To discuss possible actions that can be taken to reduce the number and speed of HGV's travelling through the village. – After an informative discussion it was agreed that the following actions would be undertaken:

- Cllr King will take the issue to Barrow and ask if they would like to join forces to tackle the problem.
- A resident survey would be undertaken to establish the times, contractor and amount of lorries passing through the village over period of 2 weeks.
- These figures will then be presented to Highways and a public meeting with Matthew Fox and CC Beccy Hopfensperger will be organised assess what the next step would be.
- Commission a traffic classification survey from Highways that will identify the class (type/weight) of each vehicle passing as well as volume and speed.
- Further option would be dependent on the figures produced from the survey.

h) To receive and discuss the report from Cllr Bancroft regarding the parish green spaces and tree planting. – Report seen as read. Cllr Bancroft explained it was a first draft; habitat plays the biggest part in the survey. **Next steps** - to see what grants there are for it and get an adviser to look over the report. Clerk to contact Suffolk wildlife trust to gather some information on the ponds in the village. To establish who owns parcels of land in the village. Then the report will be released for public consultation.

i) To discuss the announcement that Higham has been put forward in the call for site in the new local plan. – Higham estate has approach Pigeon to build a new town on Higham under the West Suffolk council call for sites. Cllr Williams attended a meeting, and the residents are very concerned. The knock-on effect of the traffic using the local villages as cut throughs will impact Hargrave significantly. Residents are encouraged to write individual letters to the Councillors who are part of the selection process and WSC planning department. All details can be found by joining the Save Higham email group at: <https://groups.google.com/save-higham/> or by joining the Save Higham Facebook group.

Councillor	Ward	Email
Andrew Smith	Bardwell	andrew.smith@westsuffolk.gov.uk
Carol Bull	Barningham	carol.bull@westsuffolk.gov.uk
Jim Thorndyke	Stanton	jim.thorndyke@westsuffolk.gov.uk
Susan Glossop	Risby	susan.glossop@westsuffolk.gov.uk
Andy Neal	Mildenhall Queensway	andy.neal@westsuffolk.gov.uk
Frank Stennett	St Olaves	frank.stennett@westsuffolk.gov.uk
Phil Wittam	Brandon East	phil.wittam@westsuffolk.gov.uk
David Smith	Haverhill South	david.smith@westsuffolk.gov.uk
Jon London	Exning	jon.london@westsuffolk.gov.uk

	Kevin Yarrow	Newmarket West	kevin.yarrow@westsuffolk.gov.uk
	Richard O'Driscoll	Minden	richard.odriscoll@westsuffolk.gov.uk
	DC Chester also advised that it would be wise to include Marie Smith as Head of Planning in the emails: marie.smith@westsuffolk.gov.uk		
10.	Planning Applications to be considered by the council See separate planning meeting. None received		
11.	To receive any items of correspondence not previously circulated - None		
12.	Items for discussion at the next meeting.		
13.	To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed – a) To discuss the clerk performance review and consider a salary review – All agreed		
14.	a) To agreed dates for 2027 meetings – All agreed. b) Date of future meetings 10th November 2026, 12th January 2027, 9th March 2027, 11th May 2027, 13th July 2027, 14th September 2027, 9th November 2027.		
15.	Close of meeting		