



Lakenheath Parish Council
The Parish Office
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AGENDA

for the Meeting of Lakenheath Parish Council on 1st December 2025
at the Methodist Church Hall, Back Street, Lakenheath at 7pm

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND.

The public may make their views known at the second item on this Agenda, headed Public Participation. Three minutes are allotted for each person, the public may not speak at any other time

2025/107 Chairmans welcome, confirmation of recording and Apologies

2025/108 DECLARATIONS of INTEREST

To receive Members' declarations of Disclosable Pecuniary Interests (as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) where these Disclosable Pecuniary Interests:

- a) Have not already been entered into the register and
- b) Relate to a matter to be considered and

to note that such interests so declared must be formally notified to the parish clerk

2025/109 Public Participation: Representations from Members of the Public

Limited to 3 minutes each person: It is advised that generally no decisions will be made.

- (i) A resident has asked why the new schools was not built on the land off Cemetery Road
- (j) Quayside (Flagship) resident complains that the housing is cold

2025/110 Reports & Questions

- (a) Report from RAF representative
- (b) Report from West Suffolk District Councillor
- (c) Report from Suffolk County Council Councillor
- (d) Report from Police representative
- (e) Report on Active Lakenheath project (Community Connectors)
- (f) Report from Wendy Barnes on Sedge Fen Village Hall opening

2025/111 Confirmation of the accuracy of Minutes of the Meeting held on 6th October 2025 (Paper A)

2025/112 **Financial Matters** (*Papers at B to follow*)

- a) Payments for authorisation.
- b) Bank reconciliation for month end 31st October 2025
- c) Quarter 2 out-turn report
- d) Budget 2026/27

2025/113 **Governance** (*Papers at C to follow*)

To review Policies / Procedures

- a) Draft Protocol for Remembrance Event
- b) Lakenheath Parish Council Lakenheath Parish Council IT Policy
- c) Lakenheath Parish Council Accessibility Statement
- d) Lakenheath Parish Council Financial Regulations
- e) Lakenheath Parish Council Standing Orders
- f) Lakenheath Parish Council Subject Access Request Procedure

2025/114 **Pride in Place Programme (PIPP)**

- (a) Update from Cllr Kelly

2025/115 **Matters relating to West Suffolk Council Enforcement**

- (a) Update from Cllr Kelly

2025/116 **Playground Report** (*Papers at D*)

- (a) To receive the Inspectors Report on the Playground and Adult Gym

2025/117 **Planning Matters** (*Papers at E*)

- (a) To receive the Notes from the LPC Planning Committee 12.11.2025

2025/118 **Reports**

To receive reports/ requests from:

- (a) Chairman/ Vice Chairman/ Clerk
 - (i) Update on Active Lakenheath
 - (ii) Update on .gov email addresses
- (b) Streetlight refurbishment project: (Cllr Frost): To consider the refurbishment of remaining units
- (c) Speed Indicator Device: October Reports (Cllr Rowntree) (*Paper F*)
and Speedwatch Team activities
- (d) Lakenheath Times: Winter edition (Cllr D Smith)

- (e) LPC Facebook page/ social media (Cllr M Rowntree)
- (f) Christmas 2025 (Cllr Hastings)
- (g) Village entrance signage: proposal from Cllr P Gyte
- (h) Fencing at the BT site
- (i) Other reports from project leads as applicable

2025/119 Matters relating to Lakenheath Cemetery

- (a) To receive a report from the LPC Cemetery Committee
- (b) Update on entranceway flowerbed replacement
- (c) Update on the establishment of a Remembrance Garden
- (d) To consider the purchase of a Memorial Tree (Cllr Rowntree) (***Paper G***)

2025/120 To consider any Grant Requests

- (a) No new requests at the time of this agenda
- (b) To Note: Councillors responses to final consideration of the Food Bank grant (November meeting- more information was required):
Unanimously **AGREED**

2025/121 Correspondence/ Consultations

- (i) Email from Mark Beaumont (sent to cllrs 29/11/2025) Peak risk period for highly pathogenic avian influenza (HPAI):

2025/122 Items for Future Meetings

2025/123 Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency