

# Lakenheath Pride in Place

Minutes of meeting held on Friday 14 August 2026

Venue: Held virtually on teams

## Invitees

| <b>Neighbourhood board members</b>                                                                                                                                                                                                                                                                                                                           | <b>Board observers and support officers</b>                                                                                    |
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| Mike Malina (MM) – Chair<br>Dawn Bluett (DB) – Vice Chair<br>Nick Timothy (NT) – MP<br>Cllr Gerald Kelly (GK) – West Suffolk Council (WSC)<br>Sally Batchelder (SB)<br>Andrew Blenkiron (AB)<br>Christophe Duggan (CD)<br>Ruby Nugent (RN)<br>Amanda King (AK)<br>Charles Lever (CL)<br>Natalie Anne Murphy (NAM)<br>Lindsey Scott (LS)<br>Garth Tolmie (GT) | Victoria Quamina (VQ) -RAF Lakenheath<br>Mike Pursehouse (MP) - WSC<br>Lesley-Ann Keogh (LAK) – WSC<br>Chloe Rumsey (CR) - WSC |

## Attendance

| <b>Neighbourhood board members</b>                                                                                                                                                                                                                                          | <b>Board observers and support officers</b>                                           |
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| Mike Malina (MM) – Chair<br>Cllr Gerald Kelly (GK) – West Suffolk Council (WSC)<br>Sally Batchelder (SB)<br>Andrew Blenkiron (AB)<br>Christophe Duggan (CD)<br>Ruby Nugent (RN)<br>Natalie Anne Murphy (NAM)<br>Amanda King (AK)<br>Charles Lever (CL)<br>Garth Tolmie (GT) | Mike Pursehouse (MP) - WSC<br>Lesley-Ann Keogh (LAK) – WSC<br>Chloe Rumsey (CR) – WSC |

## Agenda and discussion items

| <b>Number</b> | <b>Agenda item</b>                                                                                                                                                  | <b>Action lead</b> |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>1</b>      | <b>Welcome and apologies</b><br><br>Apologies noted from: <ul style="list-style-type: none"><li>Nick Timothy MP</li><li>Lindsay Scott</li><li>Dawn Bluett</li></ul> |                    |

| Number | Agenda item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Action lead |
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| 2.     | <p><b>Previous meeting minutes and decision log</b></p> <p>Action updates:</p> <p><b>Action:</b> CR to make amendments to the documentation including addition of High Street Regeneration to Vision 4 and include Tourism and inward investment. Update: Completed</p> <p><b>Action:</b> CR to include flow diagram for ease on Lakenheath Pride in Place (LPiP) engagement document. Update: Completed</p> <p><b>Action:</b> CR to make changes to the questionnaire as discussed including demographic questions to be included. Update: Completed and after consideration by board members further changes were being completed and would be shared with the board.</p> <p><b>Action:</b> CR to make draft survey available for board members to test by Monday 20 July 2026. Update: Completed</p> <p><b>Action:</b> Board members to test survey and make suggested changes by 24 July 2026. Update: Completed</p> <p><b>Action:</b> MM to draft press release for Lakenheath Times. Update: Completed</p> <p><b>Action:</b> LAK to order four post boxes for distribution. Update: Completed – Board to notify LAK where they would like them sited and LAK will gain permission. Suggestion at the meeting – Notice Board outside Parish Council office, Library, Mola Café and Eriswell (to be identified by GT)</p> <p><b>Action:</b> All members to let MM know if able to attend August 1<sup>st</sup> 2026. Update: Completed</p> <p><b>Action:</b> MM to send links and information to all members. Update: Completed</p> <p><b>Action:</b> CR to speak to comms and link with LAK and RN in terms of social media and comms going forward. Update:</p> <p><b>Action:</b> MM to auto forward. Update: Completed</p> <p><b>Action:</b> LAK to draft a plan for the evening and circulate to the board members. Update: Completed</p> <p><b>Action:</b> LAK to distribute the bios to everyone and requested bio from RN. Update: Completed</p> |             |

| Number | Agenda item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Action lead |
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|        | <p><b>Action:</b> GK to make contact with Lakenheath Bloomers. Update: Completed – withdrawn application</p> <p><b>Action:</b> LAK to contact those groups and inform of board decision. Update: Completed. Further update under agenda item Finance.</p> <p><b>Action:</b> MP to identify senior officer and meet with board members. Update: Completed</p> <p><b>Action:</b> Laraine Moody to send through to LAK matrix of skills for dissemination. Update: LAK requested information from West Suffolk College</p> <p>Minutes agreed by board.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |
| 3.     | <p><b>Finance</b></p> <p>Funding Applications: LAK gave an overview of the funding applications</p> <p>Lakenheath Heritage Group: MM non-pecuniary interest declared. No concerns raised in relation to the application all members agreed – <b>full amount.</b></p> <p>Lakenheath Camera Club: No concerns raised in relation to the application. All members agreed – <b>full amount.</b> Request their support in recording assets and demonstrate their involvement in the project.</p> <p>EPIC Dads: Discussion around the project and to ensure no duplication with other village projects. Sustainability of the project raised. Board members requested LAK to request further information and possible projects that could come from this application. Review at the next meeting.</p> <p>Joan Mann Sports Day: NM non-pecuniary interest declared. Discussion around the application including where funding is sourced from. NM explained where funding comes from. Request for further information in relation to those attending and where they reside. NM explained how the attendees are identified and how can ensure that funding is to support LPiP residents’ participation. All members agreed – <b>full amount.</b></p> <p>Lakenheath Bowls Club: CL non-pecuniary interest declared. LAK took the board through the further information provided by the bowls club, further discussion. Board members felt supportive – <b>full amount.</b></p> <p>Sedge Fen Village Hall: SB non-pecuniary interest declared. LAK gave an overview of the further information requested from the board. Further discussion in terms of the security</p> |             |

| Number    | Agenda item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Action lead |
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|           | <p>measures being requested. SB advised the group that currently can't open the building due to the insecurity of the building so the application focused on the security of the building. Discussion by board members focusing on possible other options. SB gave an overview of the security issues.</p> <p>Board agreed to support the application – full amount</p> <p>Future funding applications to be discussed as a small panel outside of the board meeting. Applications to be shared with the full board and comments could be fed into the panel prior to the meeting. LAK gave an overview of spend to date and requested board to confirm if application process to be open again.</p> <p>Board agreed that application process should be reopened – launch date 2 September 2026 – open for 3 months. Application process quarterly</p> <p>Spend to Date: LAK previously shared the balance sheet via email.</p>                                                                        |             |
|           | <p><b>Action: LAK to contact applicants and advise on board discussions and bring back any further information</b></p> <p><b>Decision Log: Agreed applications to be added to the decision log</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>LAK</b>  |
|           | <b>Decision Log: New Application round to be launched on 2 Sept 2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>LAK</b>  |
| <b>4.</b> | <p><b>Implementation groups next steps</b></p> <p>MM gave an overview of the event that took place on 31 July 2026 and the next steps. All those residents that have engaged have been contacted and requested confirmation on the implementation groups – some contact has been made and memberships have been drafted.</p> <p>CD requested further discussion on the vision, the statement and the priorities that are going forward. Groups need to be linked to the visions. MM confirmed the documentation received from MHCLG and the requirements for the vision document and 4-year funding plan.</p> <p>In terms of the vision and 4-year funding plan – board agreed to focus the next meeting on the vision and what the focus is on the implementation groups.</p> <p>LAK gave an overview of two options moving forward and the role of the board. Main focus of the board over the next couple of weeks need to focus on the vision and the priorities for the implementation teams.</p> |             |

| Number | Agenda item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Action lead |
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|        | <p>GK requested a further overview of the consultation to take LAK advised that this can be shared – 31 July has been drafted and will be included in the consultation document. MM felt it was important to ensure that implementation groups are kept on board and ensure involvement.</p> <p>CD felt a mixture of both options to be taken forward. Board to set parameters and priorities which link into the vision and then board come up with the detail. CD felt that management of expectation is important as well and making sure the message is consistent and better understanding of what the process is.</p> <p>MM proposed that some dates are agreed for the implementation teams. GT proposed that those with larger membership are established earlier and the board focus on those with less support – a phased approach may assist the board in supporting the implementation of the other groups.</p> <p>Board discussed potentially bring all members together to give them an overview of expectation, boundaries, visions, board support and then set the date at the next meeting. Main focus is to keep the momentum.</p> <p>MM proposed to keep the momentum going, set a date for the next forum meeting for the implementation, gain the views and focus the meeting on what is expected, terms of reference. Agreed that September board meeting would be the implementation event. Board to start at 5pm and implementation team event at 6pm</p> <p>Agreed the following next steps:</p> <ul style="list-style-type: none"> <li>• MHCLG link has been sent through to the board and all board members to read the document and focus of the meeting end of August</li> <li>• Board to agree vision and priorities for implementation teams</li> <li>• 26 August Board meeting to agree format for the 11 Sept and ensure paperwork completed</li> <li>• 11 Sept would be a chance for implementation team members to gather a better overview of what is expected, understand the vision and priorities going forward, and plan way forward.</li> <li>• </li> </ul> <p>MM gave details of a potential project as an example to work through that could link with other partners. General overview given by MM and agreed that this example would be shared and further discussion to be had at the next meeting.</p> |             |

| Number    | Agenda item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action lead       |
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|           | Discussion by the board in terms of dates. Was proposed to use doodle poll to identified available dates.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |
|           | <b>Action: CR and LAK to pull together all consultation to date and present to the board on 26 August .</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>CR and LAK</b> |
|           | <b>Action: All board members to read the documentation from MHCLG and to come to the meeting with ideas, visions, proposals and next steps on how to progress implementation groups.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>All</b>        |
|           | <b>Action: LAK to email all implementation members with details of the event on 11 September.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>LAK</b>        |
|           | <b>Action: MM to share with the board the example that has been discussed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>MM</b>         |
|           | <b>Action: LAK to draft email for implementation group members and send through Doodle poll. MP to look at some additional support for the implementation groups.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>LAK</b>        |
| <b>5.</b> | <b>MHCLG requirements</b><br>MM deferred agenda item till 26 September. MM asked board members to start thinking about next steps in terms of becoming a CIC/charity. MM requested members have a look at the document that will be shared                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                   |
|           | <b>Action: MM to share with the board information on becoming a CIC/charity</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>MM</b>         |
| <b>6.</b> | <b>Board Engagement</b><br>MM requested this as a standing agenda item to give members the opportunity to feedback any consultation or discussions that have been taken place in-between meetings:<br><br>CL gave an overview of a recent meeting between Lakenheath FC, the Bowls Club and Scout Hut – how they can work closer together. Main priority is the car park and the route into the facilities. Positive meeting. MM reiterated that these meetings are positive and “fact finding” discussion but important that manage expectations and transparent with the board.<br><br>NM gave an overview of recent work that has been undertaken in raising awareness and also making links with officials and AB and MM – also invite board members to come onto the base and meet with officials.<br><br>MM gave overview of the engagement events that have taken place – village fete and Active Lakenheath event.<br><br>Partnership Engagement: MM met recently with Anglian Water – gave overview of potential fund that they have for |                   |

| Number    | Agenda item                                                                                                                                                                                                                                                                                                                                       | Action lead |
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|           | <p>communities and linking in with Lakenheath Pride in Place. MM welcomed further discussions.</p> <p>MM gave an overview of the recent Eastern Education Group site visit. Number of board members attended and was a positive discussion in relation to training capacity, training capabilities that can be delivered and transport links.</p> |             |
| <b>7.</b> | <p><b>Any other business</b></p> <p>None from board members</p>                                                                                                                                                                                                                                                                                   |             |

## Date of next meetings

Wednesday 26 August 2026 – 7pm start: Venue: Lakenheath Pride in Place Office

Friday 11 September 2026 – 5pm start: Venue: Lakenheath Pavillion

Wednesday 23 September 2026 – 7pm start: MS Teams

Friday 9 October 2026 – 5pm start: Venue: Lakenheath Methodist Chapel

Wednesday 21 October 2026 – 7pm start: MS Teams

Friday 6 November 2026 – 5pm start: Venue: The Pavillion Eriswell

Wednesday 18 November 2026 – 7pm start: MS Teams

Friday 4 December 2026 – 5pm start: Venue: Lakenheath Pavillion