

BACTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 14 April 2025 held in
Bacton Village Hall, Bacton.

Councillors Present: Vanessa Kingsley (VK) (Chairman), Gail Wigglesworth (GW) (Vice Chairman), John Kingsley (JK), Paul Merry (PM), James Steed (JS) and Paul Wigglesworth (PW)

In Attendance : Tina Newell (Clerk) (TN), Andrew Mellen (AM) (District Councillor) and seven members of the public.

- 140425/01 **Apologies for absence:** Graham MacAusland (GM) and Jill Dowsett (JD) sent apologies prior to the meeting due to illness.
- 140425/02 All Councillors accepted apologies from GM and JD.
- 140425/03 Andrew Stringer (AS) (County Councillor) tendered apologies due to attending another meeting.
- 140425/04 **Co-option:** There was one application for the post of Parish Councillor; after hearing a brief resume all Councillors agreed to co-opt David Ryding as a Councillor to Bacton Parish Council.
- 140425/05 David Ryding (DR) completed a Declaration of Interest form which was witnessed by TN before joining the meeting as a Councillor; the Parish Council now has a full compliment of Councillors.
- 140425/06 TN will send a Register of Interest form to DR confirming this must be completed within 28 days from today and sent to the District Council. An official email address will be set up with a link to the governance documents on line.
- 140425/07 **Declarations of Interest and Dispensation considerations:** No declarations of interest were received prior to or at the meeting.
- 140425/08 There were no requests for dispensations to consider.

- 140425/09 **Minutes of previous meeting:** All Councillors accepted the minutes of the Parish Council meeting held on 10 March 2025 are a true reflection of the decisions made and authorised VK as Chairman to sign them (100325/01 to 100325/73).
- Public Forum:**
- 140425/10 VK expressed disappointment at receiving County Councillor Andrew Stringer's (AS) report this afternoon resulting in many Councillors not having read it before the meeting; AM confirmed the decision to bring the libraries back to Suffolk County Council has been made and expressed some disappointment at the way this was handled: during the term of the current Council no libraries will close and opening hours won't be reduced; there is lack of clarity over the local County elections which have currently been postponed to 2026; it appears the 180km of pylons (pylonseastanglia) will go through with a development order due by end of 2025 although campaigns continue; there is some uncertainty of what will happen to the money raised by 'The Friends' of the libraries. AS's report in full is appended to these minutes.
- 140425/11 All Councillors confirmed receipt of AM's report prior to the meeting; AM announced with great sadness that Cllr Rachel Eburne, the Deputy Leader of Mid Suffolk Council, cabinet member for finances and resources, and member for Haughley, Stowupland & Wetherden, passed away on the 14th March after a long illness; the Government's revised housing targets has resulted in Mid Suffolk's housing target increasing from 535 per annum to 734 (an increase of 37%). With a further 5% buffer this amounts to a requirement of 15,414 new homes for the period from 2024 to 2044, although 5,475 of these are in the current identified supply. The provisional figures for Bacton show a zero need for housing in the next 20 years however these are only provisional figures.
- 140425/12 PW asked for an update on the old Middle School site to which AM confirmed it is still going through planning but is held up by the developer due to its viability (noting they are required to deliver a 3G pitch, a site for a school and housing).

- 140425/13 AM asked where the Parish Council are with the licence for work to the patio area at North Close: TN confirmed whilst an agreement has been given verbally the paperwork has not been received.
- 140425/14 AM asked if there has there been any progress with the ownership of land at Pulhams Lane: all Councillors agreed to look at this and report back at the June meeting.
- 140425/15 AM left the meeting and VK thanked him for his attendance.
- 140425/16 A member of the public asked when a meeting with the youth to consider the design of the skate park will take place.

Reports from working groups:

St Mary's Playingfield:

- 140425/17 After much discussion all Councillors agreed to seek the legal cost, if any, to move the fencing in the dog area to include a triangular area of waste land, to obtain quotes to carry out the work and to consider these at the May meeting.
- 140425/18 It was agreed to seek confirmation from Flagship if there will be a boundary fence erected from the new development to the playing field.
- 140425/19 Councillors noted two further plans for play equipment will be available for the Annual meeting in May; it was agreed TN will contact 'King Ramps' to arrange a meeting on site with local youths and Councillors to agree the design of the proposed skate ramps. All Councillors agreed to pursue both the play equipment and skate ramps proposals.
- 140425/20 TN will apply to the District Council for a grant from its £750k fund for the skate ramps noting the fund was 'set up to support development of sports infrastructure in areas of Mid Suffolk outside of Stowmarket which includes upgrading or extending existing sites' St Marys being an existing site.
- 140425/21 **Cow Green:** Councillors noted an email had been received from a resident suggesting the priority for repair is the entrance from the B1113 but no proposals had been received.

- 140425/22 Councillors were sent copies of three quotes for work required to provide a safe and useable access onto Cow Green prior to the meeting; all Councillors agreed for PW and DR to meet with a contractor on site to confirm the specification and to bring the decision to the May meeting.
- Bacton Green:**
- 140425/23 Further to the meeting in March where it was minuted 'a plan is ready to be submitted to the Rural Payments' sadly this application, being handled by a third party, was submitted too late to be entered into the 'Sustainable Farming Incentive'; this leaves the land with no management scheme and no income. Councillors resolved to defer further discussion to later in the meeting.
- 140425/24 It was resolved to defer ordering any new signage until the future of the land is agreed.
- North Close:**
- 140425/25 Councillors noted whilst the licence application to carry out work has been verbally approved there has been no written confirmation. After discussion all Councillors resolved to defer a decision until the formal licence has been received as this may include any required specification.
- 140425/26 GW asked for an update on the no through road sign for North Close and TN agreed to chase this with the SCC Highways design engineer who authorised this.
- 140425/27 **Neighbourhood Plan (NP):** JS confirmed a meeting of the group is planned to review the results of the recent consultation on protected views.
- Road Safety/Pedestrian Safety Project:**
- 140425/28 Councillors resolved to write to a resident requesting permission to erect a post to site a Speed Indicator Device (SID) outside their dwelling.
- 140425/29 PW asked why new posts were needed, suggesting there are posts at the agreed points, and if needed why they are so expensive (quoted £630 each); it was agreed TN would clarify these points and bring to the next meeting.
- 140425/30 Representatives of the Council met with a Highways design engineer on 24th March 2025 and after discussion all Councillors agreed to request a quote for

three informal pedestrian crossings and signage at: Cotton end of the last layby from Turkey Hall Lane, near The Bull public house and the Doctor's surgery (informal crossings and drop kerbs with tactile paving).

140425/31 JS asked for an update on when the road marking work will be carried out; TN confirmed it can take upto 14 weeks from payment of invoice and agreed to progress this.

Cemetery:

140425/32 TN confirmed there is no update in re-directing the footpath from the school to the Cemetery; noting this could potentially take a lot of research and time DR and JK agreed to assist TN.

140425/33 Further to new information from the Institute of Cemetery and Crematorium Management (ICCM) TN confirmed headstones/memorials are the responsibility of the owners and again under advice from ICCM notices have been placed on all headstones/memorials needing repairs following the results of the recent 'safety topple test'.

140425/34 Councillors noted there is no insurance cover available for the Parish Council on headstones or memorials as the ownership and liability is with the individuals and not the Parish Council.

140425/35 JS expressed disgust at the lack of grass cutting of the cemetery confirming he has had to apologise to many residents for the lack of cuts. TN will contact the contractor and remind them of the terms of the contract.

140425/36 Quotes are still being obtained for the removal of trees and shrubbery at the West entrance all Councillors therefore agreed to defer this decision to a later meeting.

140425/37 Councillors noted a third quote to replace the wooden fencing that borders the primary school has yet to be received and therefore agreed to defer a decision to a later meeting.

140425/38 All Councillors noted one quote for each the tarmac and stump repair had been received and after a lengthy discussion all Councillors agreed to instruct Frank Davey to carry out the tarmac repair at a cost of £1,980; noting the one quote for stump grinding was not acceptable delegation was given to TN to

seek a contractor to grind the stumps with a limited budget and instruct the work.

- 140425/39 Councillors were informed the tarmac on the parking area in the cemetery has failed and with concerns over the suitability of the cemetery footpath repair the contractor is visiting the site tomorrow to review both these issues.

Community Engagements:

- 140425/40 Councillors noted the Village Fete, on 7 June 2025 is not a Church Fete as previously thought and agreed to support the hire of a portaloo at a cost of £150.00.
- 140425/41 Councillors agreed to have a stall at the Village Fete, on 7 June 2025 at a cost of £10.00; noting this could be a further public consultation event PM, DR and JS agreed to man the stall.
- 140425/42 All Councillors noted the VE Day celebrations will follow the format as issued by the pageant master and will publicised shortly.
- 140425/43 Whilst all Councillors agreed to attend the Bacton Fayre 2025 it was resolved to consider the format at the June 2025 meeting.
- 140425/44 After discussion all Councillors agreed to hold the next Village Voice on 10 May 2025 from 11am – 2pm.
- 140425/45 **Beacon Green:** All Councillors noted an email has been sent to the Legal Manager at Taylor Wimpey requesting an update on the transfer of the land and permission to use the land for the VE Day celebrations.
- 140425/46 **Parish Warden:** Councillors received the monthly report and confirmation of the play inspection; it was agreed to request AS speak with Bellway Homes to request the litter bins are emptied more frequently.

Planning:

- 140425/47 DC/25/01069 Householder Application - Erection of a two storey rear extension, single storey front extension and side porch extension. Creation of an additional access and new driveway. Little Acres, Rectory Road, Bacton, Stowmarket Suffolk IP14 4LE

After discussion all Councillors agreed to SUPPORT this application noting reservations on the visibility splay for the additional access.

140425/48 Councillors noted the following determination made by MSDC relating to Bacton since the last meeting:

DC/25/00465 Four Gables, Turkey Hall Lane, Bacton IP14 4NN

MSDC GRANTED BPC: No objections

Councillors received the following updates to on planning applications previously considered:

140425/49 DC/23/01506 Red House Farm, Rectory Road, Bacton: an update is awaited from the planning officer.

140425/50 DC/23/05057 Land off Wyverstone Road, Bacton: AM confirmed earlier in the meeting this is with the developer who are struggling to deliver the number of homes with the constraints of the site.

140425/51 Outstanding Community Infrastructure relating to application 4945/16 Land to the rear of The Bull Inn, Church Road, Bacton: This case continues to grind through the legal process, the Council has now got legal opinion from Counsel and are deciding on next steps to recover the money. There will be a case conference with legal in the next couple of weeks, both AS and AM will attend and update the Parish Clerk.

140425/52 There is also another case in Bacton where there has been deemed commencement of works without paying the required CIL, a LORN (Liability Order Reminder Notice) was issued but no payment has been received, so legal papers are being prepared in order to initiate court action to recover the money owed.

Finance

140425/53 **Bank reconciliations:** All Councillors confirmed receipt of the finance reports including bank reconciliations for the year ended 31 March 2025 prior to the meeting. In GM's absence PM as a non-bank signatory confirmed the bank reconciliations as presented agree to the bank statements showing total cash available of £270,067.67; £30,000.00 in Flagstone holding account,

£85,058.00 in GB Bank and £85,097.85 in HSBC (all three managed through Flagstone) £9,263.80 in Barclays Community, £31,039.34 in Barclays Premium and £29,608.68 Unity Current account with zero in Unity savings account.

140425/54 **Budget to Actual:** All Councillors noted receipts of £150,646.49 against a budget of £49,139.20 in the year with whilst payments of £111,734.39 against a budget of £49,139.20 (less payments made from CIL/reserves of £50,178.08) and resolved to accept this figures with no questions.

140425/55 **Reserves:** All Councillors approved the allocation of reserves noting the general reserve represents 88% of the precept and is in line with the Council's reserves policy.

140425/56 **Assets:** Councillors approved the asset register with no questions agreeing a total asset value as at 31 March 2025 of £99,614.75 with an insurable value of £110,513.46.

140425/57 **Community Infrastructure Levy (CIL):** All Councillors confirmed receipt of the Annual return (for year ended 31 March 2025) and confirmed the amount of CIL spent in the year was £50,178.08 which has left a balance as at 31 March 2025 of £211,759.38 of which £139,726.70 is earmarked.

Receipts: All Councillors noted the following receipts since the last meeting:

140425/58	J Wright stonemason	Refund of duplicate payment	£180.00
140425/59	Tenant	Paddock rent	£250.00
140425/60	MSDC	Contribution to plants for Garden of Reflection	£948.25

All Councillors ratified the following payments noting PM has seen and verified copies of all invoices:

140425/61	People4Places	Neighbourhood plan (from grant received)	£2,792.20
140425/62	Lucy Batchelor-Wylam	Neighbourhood plan (from grant received)	£2,880.00
140425/63	Greenbarnes	Noticeboard	£965.31
140425/64	E J Barker	Stewardship Bacton Green	£2,131.66

All Councillors approved the following payments with PM verifying copies of all invoices:

140425/65	Community Action Suffolk	Insurance increase in premium	£9.21
140425/66	Parish on line	Mapping software - neighbourhood plan	£183.60
140425/67	J Lawes	Post mix and Posts for Cemetery noticeboard	£38.80
140425/68	SALC	Membership subscription 2025/26	£516.51
140425/69	SALC	Payroll 6 months ended 31 03 2025	£76.80
140425/70	Freethought	Email provider domain renewal 2 yearly	£120.00
140425/71	ICCM	Membership subscription 2025/26	£105.00
140425/72	SCC	Streetlight maintenance and electricity usage 2024/25	£1,122.34
140425/73	Top Garden Services	Willow trees and planting	£960.00
140425/74	Tina Newell	Salary and reimbursements	£1,281.16
140425/75	Andy May	Salary and reimbursements	£281.92
140425/76	Nest	Pension (to be paid by Direct Debit)	£79.71

140425/77 TN confirmed the VAT return has been submitted from year ended 31 March 2025.

140425/78 An application to open accounts using FlagStone as the platform provider is pending.

140425/79 Councillors noted there was no update to the Barclays mandate meaning TN cannot access either accounts; TN will chase Barclays again.

140425/80 Councillors noted the grant request form from Bacton United had not been completed and therefore no decision could be made.

Governance

140425/81 All Councillors confirmed receipt of the updated Financial Regulations at points 5.5, 5.6, 5.11, 5.15, 6.9, 7.1, 7.4, 7.12, 8.4,10.1, 13.7, 13.8, all of 15, 16.5, all of 18 and 19.1 and resolved to adopt these.

140525/82 All Councillors approved to adopt the updated Standing Orders (points 14 and 15) confirming receipt of the amended version prior to the meeting.

140425/83 Councillors resolved to adopt the following policies noting these were available to view in draft on the website prior to the meeting:

Equality & Diversity	Dignity at Work	Grievance
Disciplinary	Sickness absence	Lone worker
Compassionate leave	Investment	Social Media
Training & Development		

140425/84 **Correspondence:**Councillors noted there was no correspondence that hadn't been included in the meeting.

140425/85 **Items for inclusion in future meetings:** Pulhams Lane.

140425/86 All Councillors noted the date of the next meeting as Thursday 15 May 2025 at 7pm and this meeting is the Annual Parish Council which follows the Annual Parish meeting at 6pm.

140425/87 All Councillors resolved that that under the Public Bodies (Admission to Meetings) Act 1960 to exclude all members of the public and press from the meeting to consider commercial interests relating to employment land for community benefit.

140425/88 All members of the public left the meeting.

140425/89 All Councillors received a copy of the Parish Wardens review and agreeing the role is being carried out well approved to offer this role as permanent.

140425/90 Councillors considered the requirement for a new community facility and resolved to invite senior members of the District Council's planning department and the Ward members to a meeting to understand the reason for the current position regarding community land on the new Bellway Homes estate and an agreement on how this can be best pursued for community benefit without further time delays.

140425/91 Councillors agreed not to pursue the purchase of further land for community use and to look at how best to use land currently in the Council's ownership.

140425/92 VK as Chair of the Parish Council closed the meeting at 9.05pm.