

## **BACTON PARISH COUNCIL**

Minutes of the Parish Council held on 8 September 2025 held in  
Bacton Village Hall, Bacton.

**Councillors Present:** Vanessa Kingsley (VK) (Chairperson), Gail Wigglesworth (GW) (vice Chairperson), John Kingsley (JK), Graham MacAusland (GM), Paul Merry (PM), James Steed (JS) and Paul Wigglesworth (PW)

**In Attendance :** Tina Newell (Clerk) (TN), Andrew Mellen (AM) District Councillor, Andrew Stringer (AS) County Councillor, Community Policing Officer and 11 members of the public.

080925/01     **Apologies for absence:** David Ryding (DR) and Jill Dowsett (JD) tendered apologies prior to the meeting

080925/02     All Councillors voted to accept apologies for absence from DR and JD.

080925/03     **Declarations of Interest and Dispensation considerations:** GW and PW declared pecuniary interests in the request for funding from Bacton Fayre and an update on the work on North Close as committee members and residents; JK declared a pecuniary interest in the request for funding from Bacton Fayre as a committee member. All three Councillors agreed to remain in the meeting and refrain from taking part in the meeting at those points.

080925/04     There were no dispensations to consider.

080925/05     **Minutes of previous meeting:** All Councillors accepted the minutes of the Parish Council meeting held on 7 July 2025 as a true reflection of the decisions made and authorised VK as Chair person to sign them as such (pages 60 - 68).

### **Public Forum:**

080925/06     County Councillor Andrew Stringer (AS) report was issued to all Councillors prior to the meeting. AS confirmed the District Council are no longer buying houses on the Broad Road development due to the delay in the development (resulting in the Council unable to meet their grant deadline), and again confirmed no houses

would be occupied on the development before the footpath under the bridge is complete (it is believed a license to carry out the work has been applied for) although they can use the show house as this is not a completed dwelling; the County Council now has a contract to dispose of food waste and will turn this into fertiliser and gas; the signage at Turkey Hall Lane has been replaced and the vegetation along Wyverstone Road has been cut; a solution regarding flooding along Broad Road is with the land owners. The full report is appended to these minutes.

- 080925/07 AS confirmed he is still chasing for funding for North Close.
- 080925/08 District Councillor Andy Mellen (AM) provided reassurance that the devolution process will pay for itself after 3.5 years and confirmed this process has been forced upon both Counties by central government and changes shouldn't effect Parish Councils; every household will be receiving a copy of the District magazine in September. Advertising for the taxi bus service is still being looked into and the recent issue with a waste collection at Tailors Green has now been sorted. AM's full report is appended to these minutes.
- 080925/09 A Community Police Support Officer (CPSO) based in Stowmarket introduced himself to those present and confirmed the Community Team include an Inspector, a Sergeant, five Police Officers and three Police Community Support Officers with 3 of those Officers dedicated to Stowmarket.
- 080925/10 A member of the public asked the CPSO if the police have a position or action they can take against persistent parking on pavements to which the officer advised the majority of parking issues are with the District Council who have civil parking enforcement officers. Whilst the Police can deal with parking if it poses an article 2 issue other reports wouldn't necessarily get an immediate response. It was noted residents are best to report issues on line or by calling 101 and were invited to follow the Community Team on social media.
- 080925/11 Residents expressed concerns regarding speeding along the B1113 and the poor condition of the Bacton entrance sign. After discussion it was agreed the Parish Council will speak with Highways and AS to consider a plan, if possible to reduce the limit to 40mph.

- 080925/12 A resident reminded all present of the danger when walking/driving along Turkey Hall Lane.
- 080925/13 A resident was concerned about the overgrown hedge on the border of Beacon Green noting this overgrowth presents a safety/danger to pedestrians when crossing the road. A representative from Taylor Wimpey confirmed there are birds nesting in the hedge and as a commercial business they do not carry out hedge cut backs until the end of September.
- 080925/14 A resident and committee member of Bacton Fayre presented a request for funding capital equipment circa £26k and reminded those present the fayre is one of the biggest social/community events in the Parish now in its 123<sup>rd</sup> year. All Councillors agreed this request could benefit other community groups and resolved to form a working group to consider it. It was noted PW, GW and JK are already on the Bacton Fayre committee and resolved for PM to join the working group and invite other committee members on the working group. A resident also expressed an interest to join this working group.
- 080925/15 A resident informed all present of a footpath where tree roots have lifted the path resulting in a serious trip hazard.
- Reports from working groups:**
- 080925/16 **Bacton Green:** All Councillors noted E J Barker, a local farmer has agreed to continue managing the two agricultural fields.
- 080925/17 After a brief discussion all Councillors agreed for E J Barker to apply for funding for planting, gapping up and coppicing at a potential cost of £315.00 noting this money could come out of the surplus of the grant work.
- Beacon Green:**
- 080925/18 All Councillors noted a recent meeting on site with Taylor Wimpey confirmed the area of land for transfer has not been planted in line with the S106 agreement which has allowed the PC scope to amend the details to make best use of the site: installing a collapsible bollard on the footpath entrance from the estate, the continuation of the swale (which will be the encampment deterrence), the replanting of grass mixes, trees, the proposed hoggin path links to the extended amenity square and beacon, re-doing the surround around the beacon and relocating the flagpole standards into the land to be transferred. All Councillors

agreed to hold the transfer paperwork until such time as the land is in a condition fit for the Parish Council to take on.

- 080925/19 After discussion GW proposed to purchase brass plaques, confirming the dates and occasions on which the Beacon has been lit, to be sited on the brick plinth; PM seconded the proposal with all in favour.

### **Cemetery**

- 080925/20 Councillors noted the work to repair the footpath leading to the rear of the Primary School was completed as scheduled and resolved to remove the Sycamore stump delegating authority to the Clerk to spend upto £300.00.
- 080925/21 After discussion and noting the previous quality of work provided by Ai Tree Services Limited PW proposed to instruct Ai Tree Services Limited to side back, as much as possible, the conifer hedge opposite the Garden of Reflection up to the previously maintained height and approximately 10 meters of this to be sided back hard past the greenery, including the removal of all debris at a cost of £490.00 plus VAT. JK seconded the proposal with all in favour.
- 080925/22 Noting the funeral director and grave digger cannot gain entry to the cemetery easily with the current overgrowth VK proposed to instruct Ai Tree Services Limited to side back the hedge and brambles running up from Church Road to the cemetery entrance close to the iron fence and reducing the Laurel on the corner by approx. 4ft to become a maintained hedge and allow clear visibility round the corner at a cost of £630.00 to include the removal of all debris. GM seconded the proposal with JS, PM and JK in agreement and PW and GW not in support. The proposal was carried with the majority in favour.
- 080925/23 Noting the landowner may contribute to the cost to remove a section of hedge, including a Willow tree to ground level on the left corner of the entrance to the cemetery VK proposed to instruct Ai Tree Services Ltd to carry out this work upto £355.00 including removal of debris. GM seconded the proposal with JS, PM and JK in agreement and PW and GW not in support. The proposal was carried with the majority in favour.
- 080925/24 Councillors noted the two benches ordered for the Cemetery were very kindly collected by a member of public and are waiting to be installed by the Parish Warden. Once installed a donation will be made to cover the cost of one of the benches.

### **Community Enagagement:**

- 080925/25 The Parish Council stand at Bacton Fayre was well attended and discussion was varied including streetlighting and the Neighbourhood Plan.
- 080925/26 The lighting of the beacon to support VJ Day on Beacon Green was well supported.
- 080925/27 All Councillors were in favour of the Parish Council being represented at the forthcoming Community Liaison Group (CLG) meeting designed to focus on the deliveries management plan and current lorry movements in and out of Bacton Business Park. It was agreed for TN to attend and update Councillors at the October meeting.
- 080925/28 Councillors resolved to defer purchasing a 'pop up gazebo' for use at future events agreeing there may be an option in the future to make use of one from the Bacton Fayre.
- 080925/29 After a lengthy discussion it was agreed to consider replacing noticeboards at a cost less than the quoted £1,500 each.
- 080925/30 **Cow Green:** Councillors noted work to the entrance off the B1113 has been carried out as planned. Noting one residents negative comments all Councillors agreed the Parish Council has consistently tried engaging with residents unsuccessfully.

### **Garden of Reflection:**

- 080925/31 It was agreed a simple application form is all that is needed to approve requests for brass plaques to be mounted on the Oak frame. A local retailer will be asked to hold a supply of a standard sized brass plaques for people to call off once the application has been approved.
- 080925/32 It was agreed to defer consideration of an official opening ceremony to include until next year when the site is at its best.
- 080925/33 GM proposed to support the purchasing of additional trees and shrubbery at a cost of £415.95 net; GW seconded the proposal with all Councillors in favour.
- 080925/34 **Neighbourhood Plan:** Councillors noted the drop in event is now on Saturday 27 September 2025 from 10am -2pm in the village hall this is due to the limited number of people available to man the event.
- 080925/35 Councillors agreed to distribute leaflets to all dwellings in the Parish before Friday 19 September 2025; PM agreed to co-ordinate the distribution.

080925/36 JS said the draft plan is moving at speed and it is hoped to be with the group by the end of October 2025.

**North Close:**

080925/37 Councillors noted the work at North Close is almost complete.

080925/38 After discussion and noting the final invoice has been received all Councillors agreed to request a full breakdown of costs and savings achieved before considering this for payment at the next meeting.

080925/39 It was agreed to defer the consideration of the re-development of a paved area on the Prettyman estate to the October meeting.

**Pedestrian/Road safety:**

080925/40 After a very lengthy debate GM proposed to instruct Suffolk Highways to carry out painting roundalls and dragons teeth on Wyverstone Road and Pound Hill at a cost of approx. £1,700.00; VK seconded the proposal, PW and GW objected and JK, JS and PM abstaining the proposal was not carried.

080925/41 JS proposed to replace the entrance sign at Cow Green at an approx. cost of £1,242.30. The proposal was seconded by VK and supported by JK, GM, PM with GW and PW objecting the proposal was carried.

080925/42 Councillors noted Suffolk Highways have spent time and money on preparing Stowmarket for the Lloyds Tour of Britain Men's Stage 2 on Wednesday 3 September 2025 but have no money to make necessary repairs to safety signs in the Parish.

080925/43 All Councillors noted work commissioned in February 2025 to refresh and add road markings has been completed.

080925/44 Councillors agreed for TN to arrange a meeting with residents from Turkey Hall Lane with Highways and AS as agreed at the May 2025 Parish Council meeting to consider traffic speeds along the road.

080925/45 Councillors agreed to defer consideration of additional street lighting along Church Road to the October meeting.

080925/46 Councillors noted the order for posts to hold the solar powered Speed Indicator Devices has now been placed with a 14 week lead time.

**Shop Green:**

080925/47 Councillors noted the two faulty electricity sockets have been replaced.

080925/48 After a brief discussion all Councillors agreed to instruct Ai Tree Services Limited to lift the crown of 4 Willow trees to 3 meters in height, remove all debris and re-coppice all the trees around the pond edge and cut all brambles to ground level at a cost of £358.00.

**St Mary's Playing Field:**

080925/49 Councillors noted the skate ramps have been installed and are being well used.

080925/50 After consideration all Councillors agreed there are two bins at the entrance to the field and resolved to put signage asked people to dispose of litter responsibly.

080925/51 Councillors noted the additional insurance premium for the skate ramps was £68.63 and has been paid.

080925/52 Councillors agreed to purchasing two safety notices for the skate area and play area at a cost of £52.00 each.

080925/53 It was agreed to carry out further public opinion on new play equipment at the next 'Village Voice' drop in event.

080925/54 Noting recent communication from a resident on the Flagship Homes site all Councillors agreed the resident is entitled to cut back any branches overhanging into his property to the boundary line provided the work is carried out from their side and the trees are not protected by a Tree Preservation Order (TPO) or within a Conservation Area.

**Parish Warden:**

080925/55 Councillors noted the Parish Warden has no issues to report on the playing field inspection however there is concern regarding the brambles and overgrowth at the end of Pulhams Lane. After discussion, and noting this work should be undertaken by Suffolk County Council, VK proposed to instruct A1 Tree Services Limited to clear the brambles and over growth to ground level, clear elders along the ditch to ground level, clear fallen trees in the ditch, reduce trees growing through the power cables to 3 ft in height at a cost of £1,018.00. GM seconded the proposal, JK, JS and PM supported the proposal with GW and PW objecting the proposal was carried.

080925/56 It was agreed to invoice Suffolk County Council for the work the Parish Council has instructed at this evenings meeting.

**Planning:**

- 080925/57 DC/25/003381 Application under Section 73 of The Town and Country Planning Act for DC/23/01506 (Land used for storage) for the variation or removal of Conditions 1 (Approved plans & documents), 5 (Ecology), 7 (Biodiversity), 9 (Surface water/FRA), 12 (Landscaping timing), 13 (LMP) & 14 (Arboriculture)  
Location: Red House Farm, Rectory Road, Bacton, IP14 4LE  
After discussion all Councillors OBJECTED to this application.
- 080925/58 DC/25/03368 Application for Listed Building Consent - Remove cementitious render and re-render in smooth lime. Undertake timber frame repairs like-for-like. Re-paint with breathable paint, colour to match existing. Replace music room concrete slab floor with limecrete. Reinstatement of lath and plaster ceiling in Study. Location: Old Manor Cottage, Church Road, Bacton, IP14 4LN.  
After consideration all Councillors agreed to **SUPPORT** this application.
- 080925/59 DC/25/03532 Compliance with a Section 106 Agreement relating to planning permission DC/23/01506 - Deliveries Management Plan. Location: Red House Farm, Rectory Road, Bacton IP14 4LE  
After consideration all Councillors agreed to OBJECT this application.  
**Councillors noted the following determinations made by MSDC relating to Bacton since the last meeting:**
- 080925/60 DC/25/01928 Malt Barn, Station Road, Bacton  
MSDC: GRANTED      BPC: Supported.
- 080925/61 DC/23/01506 Red House Farm, Rectory Road, Bacton  
MSDC: GRANTED      BPC: Supported.
- 080925/62 DC/25/03528 Malt Barn Station Road Bacton IP14 4NH  
MSDC: GRANTED  
**To receive an update on the two outstanding CIL liabilities:**
- 080925/63 Mizpah, Broad Road: Following the recent court hearing to obtain a Liability Order the hearing was adjourned and has been rescheduled to October 2025 .
- 080925/64 Land to the rear of 'The Bull Inn', Church Road: no update.
- 080925/65 **To receive an update on the land previously offered for Community Use on the Bellway development:** All Councillors resolved for the solicitor to send a first letter to the District Council.  
**Finance (all supporting papers appended):**
- 080925/66 All Councillors confirmed receipt of the finance reports for the period ended 31



August 2025 prior to the meeting. GM, asc a non-bank signatory verified the bank statements agreed to the bank reconciliation as presented confirming the total cash available £317,087.56; £0.01 in Barclays Community, £0.02 in Barclays Premium, £0.00 in Unity savings, £113,488.15 in Unity current, £85,531.57 in HSBC, £85,575.17 in GB Bank, £31,978.82 in Hampshire Trust Bank and £513.82 in Flagstone holding account. TN will transfer relevant amounts to ensure no account has more than £85k in accordance with the Financial Services Compensation Scheme (FSCS).

080925/67 Councillors did not review the budget to actual report.

080925/68 Councillors agreed to accept the reserves account as presented with no comments.

**Councillors noted the following receipts since the last meeting:**

080925/69	Spencer Wix	Memorial re Boot	£100.00
080925/70	Rural Payments Agency	Bacton Green	£479.75
080925/71	Rent	Bacton Green rent	£250.00
080925/72	MSDC	Parish Warden Grant	£3,174.60
080925/73	Flagstone	Interest, year to date	£3,293.53

**Councillors noted the following refunds:**

080925/74	Defibshop	Overcharge	£30.06 inc VAT
080925/75	Jewsons	Return of blocks	£883.71 inc VAT.

**Councillors ratified the following payments made since the last meeting:**

080925/76	TBS	North Close	£843.10
080925/77	Defib Supplies	Defibrillator pads	£186.00
080925/78	Jewson	North Close	£3,399.41
080925/79	Thurston Building Services	North Close	£147.98
080925/80	Ipswich Grab Hire	North Close	£189.00
080925/81	PKF Little John	2024/25 External Review	£504.00
080925/82	J Lawes	Various	£50.90
080925/83	J Lawes	Various	£8.45
080925/84	Printerland	Epson Printer	£408.00

080925/85	Aaron Aggregates	North Close	£306.00
080925/86	Aaron Aggregates	North Close	£336.00
080925/87	Ipswich Grab Hire	North Close	£72.00
080925/88	Clarkes Fencing	North Close	£110.07
080925/89	Bacton Village Hall	Hall Hire	£184.50
080925/90	Bacton Village Hall	Hall Hire	£117.00
080925/91	J Lawes	Various	£12.75
080925/92	Scribe Cemetery	Cemetery software	£24.00
080925/93	Scribe Cemetery	Cemetery software	£24.00
080925/94	J Lawes	Various	£60.40
080925/95	Bacton Fayre	Stand fee	£50.00
080925/96	Ipswich Grab Hire	North Close	£252.00
080925/97	Chris Little	North Close labour	£2,000.00
080925/98	Ipswich Grab Hire	North Close	£269.40
080925/99	J B & S B Fencing	Bench at Cemetery	£200.00
080925/100	Ipswich Grab Hire	North Close	£252.00
080925/101	Aaron Aggregate	North Close	£354.00
080925/102	Ipswich Grab Hire	North Close	£252.00
080925/103	Kent Skips	North Close	£270.00
080925/104	PDH	Sockets on Shop Green	£120.00
080925/105	Business Services at CAS	Insurance re skate park	£68.63
080925/106	Chris Little	North Close labour	£358.28
080925/107	Unity	Service charge	£6.00
080925/108	Nest	Pension	£63.23
080925/109	Nest	Pension	£63.23
080925/110	Unity	Service charge	£6.00
080925/111	All Councillors resolved to purchasing a poppy wreath for the Remembrance Service at a cost of £25.00 plus delivery. JK agreed to lay the wreath at the service.		

**Councillors considered the following financial requests:**

- 080925/112 **Bacton Fayre:** This was considered earlier in the meeting.
- 080925/113 **Bacton Bowls Club:** Councillors agreed to defer any consideration request until a completed grant application form has been received.
- 080925/114 Councillors noted TN has still not been added to the Barclays Bank mandate therefore GW and JK transferred all but 2p and 1p into the Unity Trust account; TN will continue to chase Barclays Bank.
- 080925/115 **Emergency Bleed Kit:** All Councillors agreed not to purchase a bleed kit at this time.
- 080925/116 Councillors noted the national pay agreement has been approved and is to be backdated to 1 April 2025 for the Clerk and the Parish Warden.
- 080925/117 It was agreed to defer the insurance renewal as not all the renewal invitations had been received and agreed to delegate authority to TN to renew the insurance with the most appropriate provider noting the current insurance cover expires before the next meeting (30 September 2025).
- Governance:**
- 080925/118 It was agreed to defer the review of risk assessments for St Marys Playing field and the finances until JD is in attendance.
- 080925/119 Councillors noted that PKF Littlejohn have returned section 3 of the Annual Governance Accountability Return (AGAR) following a review of Sections 1 and 2 and have commented that the smaller authority (Bacton Parish Council) has not addressed the 'except for' matters raised by the external auditor when qualifying the prior year annual return: section 2, box 3 for the prior year should have been restated to £130,133 and section 2, box 6 should have been restated to £57,489 – TN confirmed these were conscientiously not restated as there was no audit trail from that year to confirm the reason for the incorrect figures.
- 080925/120 Councillors noted that in accordance with legislation the conclusion of audit for the year ended 31 March 2025 has been advertised.
- 080925/121 **Correspondence:** Councillors noted there has been no correspondence that hasn't been considered as an agenda item.
- 080925/122 **Items for inclusion in future meetings:** streetlights, waste bins, annual insurance renewal, website compliance, speed reduction along the B1113 and staff reviews.

080925/123 All Councillors noted the date of the next meeting as Monday 10 October 2025.

080925/124 VK as Chair person closed the meeting at 9.26pm.