

## BACTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 9 March 2026 held in  
Bacton Village Hall, Bacton, Suffolk.

**In Attendance:** Vanessa Kingsley (VK) (Chair person), Gail Wigglesworth (GW) (Vice Chair person), Matthew Bryant (MB), Jill Dowsett (JD), John Kingsley (JK), Graham MacAusland (GM), David Ryding (DR) and Paul Wigglesworth (PW).

**Others present:** Tina Newell (Meeting Clerk) (TN), Andrew Mellen (AM) ( District Councillor), Andy May (AM) (Parish Warden), Andrew Stringer (AS) (County Councillor) and twenty members of the public.

090326/01 **Co-option:** As there were no applications presented for the meeting it was agreed to consider co-option at the next meeting.

**Apologies for absence:**

090326/02 All Councillors present therefore no apologies required.

**Declarations of Interest and Dispensation:**

090326/03 All Councillors noted GW and PW's declaration of interest in agenda item 6b North Close as residents in the Close and item 8e Bacton Fayre as organisers; JK declared an interest in item 8e Bacton Fayre as a committee member and MB declared an interest in agenda item 7d Bellway as a resident of the estate.

090326/04 There were no requests for dispensations.

090326/05 **Minutes of previous meeting:** Councillors confirmed receipt of the draft minutes from the extra meeting of 18 February prior to the meeting and agreed they reflect accurately the decisions made at the meeting; VK was authorised to sign and date these as a true record (pages 120- 121 inclusive).

**Public Forum:** To receive comments or questions on matters of interest from members of the public:

090326/06 Councillors confirmed receipt of Andrew Mellen's (AM) (District Councillor) report prior to the meeting, the full copy of which is appended to these minutes; results from the recent 'call for sites' are now on the District Councils website ([here](#)). The 'call for sites' exercise is a standard part of preparing a

These minutes are in draft form only. They have not been ratified by full Council and therefore are not a matter of formal record. They will be presented to full Council for approval at the next meeting.

Local Plan it is simply an invitation to landowners, developers and community groups to suggest pieces of land that could be suitable for future development. Publication shows the land that was submitted it does not give any site planning status or mean that development will take place. Every site will go through a detailed assessment to understand whether it is suitable, achievable and available, using national planning policy and technical evidence. There will be further publicity and consultation before any decisions are made; the area of open space at Cedars Close is not owned by the District or County Council and AM suspects it remains in the ownership of the original developer.

- 090326/07 AM confirmed 'bollard covers' to advertise the taxi-bus service continue to be sought.
- 090326/08 The Secretary of the Bacton Charities gave a presentation in support of a grant application for fencing around the allotments which will be considered later in the meeting (agenda item 6i); Councillors noted there are thirty two allotments available, with around ten vacant at the present time.
- 090326/09 A resident sought clarification on why five Councillors abstained on a recent planning application on Duke Street; AM confirmed he is speaking with the planning officer at Mid Suffolk District Council (the Local Planning Authority) however once planning permission is granted it cannot be rescinded without a costly and timely judicial review.
- 090326/10 A member of the public asked Councillors to re-consider their decision on where to site a memorial bench in the Cemetery; GW and PW agreed they are happy to site the bench as agreed at the January meeting however after discussion it was agreed all Councillors will meet at the Cemetery and consider the request before the next meeting.
- 090326/11 A villager asked if it was necessary to have so many signs advertising recent developments and expressed concern over the number of potholes along Earls Green (made worse when road diversions are taken along this route).

**To receive updates and reports from working groups and consider further action:**

These minutes are in draft form only. They have not been ratified by full Council and therefore are not a matter of formal record. They will be presented to full Council for approval at the next meeting.

**Bacton Green:**

090326/12 GM, DR and TN attended the equestrian land on Saturday 28 February 2026 and agreed whilst the land was handed in back in an acceptable condition they were disappointed the site was open. Using emergency powers TN instructed a local contractor to temporarily secure the site before a new 5 bar gate with a padlock and chain could be installed.

090326/13 Councillors noted a further expression of interest in the arable land had been received and agreed to defer a decision until the April meeting.

090326/14 Councillors agreed to site a large concrete block on the entrance to the equestrian land at Bacton Green (offered by a local farmer at no cost).

**Beacon Green:**

090326/15 Councillors noted further to the last full Council meeting two new plans for the open space has been received. After discussion all Councillors agreed to support plan two for mounds to be shaped into an informal seating area.

090326/16 Councillors accepted a quote of £160 from Colour Classics to erect the original dedication plaque onto the brick of the Beacon.

090326/17 AS entered the meeting.

090326/18 Councillors confirmed receipt of Andrew Stringer's report prior to the meeting; the County Council elections will take place on 7 May 2026 and there will be elections for the next four years with Unitary elections in 2027, Parish in 2028 and Mayoral in 2029; there is a new policy on Nationally Significant Infrastructure Projects (NSIP's) to ensure the County Council are consistent with responses to government. The full report is appended to these minutes.

090326/19 JD asked AS for an update on the streetlighting 'on time'; AS confirmed once roads have been adopted the streetlights will immediately be controlled by Suffolk County Council.

090326/20 **Grass Cutting Contract:** Councillors noted the contract for grass and hedge maintenance for 2026/27 has been accepted by Blackthorne Landscapes. An introductory meeting has been held with them confirming and agreeing what is required.

- 090326/21 **North Close:** DR confirmed he is in receipt of one quote, waiting for another quote and waiting for a date to meet with a third contractor. A meeting with an independent civil engineer will take place shortly to gain a professional's opinion of what needs to be done to rectify the problems.
- 090326/22 **Shop Green:** All Councillors noted both businesses are willing to contribute one third of the cost to the repair of potholes; it was agreed to request the contractor invoice the businesses and the Parish Council one third each; Councillors gave thanks to the businesses.
- 090326/23 **St Marys Playingfield:** Nothing to report.
- Cemetery:**
- 090326/24 The stone mason who carried out safety tests on memorials last year has suggested any memorial from around 2004 onwards should have been erected using a ground anchor pin however this won't be known unless the memorial is taken apart. He also stated that in his opinion the memorials are safe but noted almost a year has passed since he undertook the testing. TN confirmed it is recommended to test memorials every five years and Council agreed to test every three years to be cautious.
- 090326/25 All Councillors noted the new Cemetery has not been consecrated and after a brief discussion agreed to consider applications for interments in the Cemetery as they are received and if necessary refer requests to St Marys Church.
- 090326/26 **Garden of Reflection:** Councillors noted one quote has been received to replace rotten and mis matched posts and damaged wire, clearing weeds and excess path edge to garden border, cut back yew tree and redefine the path line from Colour Classics. After consideration all Councillors agreed to replace with 1m high wire fencing to match the other boundary fencing, and gave thanks to GM for donating a length of 1m high wire. Councillors noted the labour quote was for £275.00 and appreciated this may be slightly more due to replacing the entire fence line.
- Community Infrastructure Levy (CIL) working group:**

090326/27 The working group recommended the Parish Council support a request from The Bacton Charities for a grant to allow fencing to be erected around the perimeter of the allotments for £3,500.00. Noting the chosen contractor has been recommended by a villager all Councillors agreed with the recommendation and resolved to grant the Bacton Charities £3,500.00.

**Community Engagement:**

090326/28 MB confirmed meetings have been held resulting in a lot of ideas for the working group to consider before making any recommendations to full Council.

090326/29 DR said the first 'open door' event was extremely successful and has provided the group with a significant list of issues to consider and welcomed residents to the next five events taking place every Wednesday in the Village Hall from 9am-1pm.

090326/30 The working group requested a budget of £500 for the year to allow for hall hire, advertising, refreshments etc. Noting the recommendation all Councillors agreed to vire £500 from the general reserves to a Community Engagement Line.

090326/31 The working party requested a 'pop up' gazebo for use at various community events including the Bacton Fayre. After discussion it was agreed to purchase an 'Outsunny 3m x 3m pop up Gazebo Party Tent with 3 sidewalls in grey' from B&Q at a cost of £99.99 (free delivery).

**Pedestrian/Road Safety:**

090326/32 DR and JK have been cleaning and reporting damaged signs; DR confirmed he challenged the County Council on its policies and a replacement 30mph speed sign is now on the list to be replaced! In submission to the County Council it is clear unless the sign has disappeared or fallen over it won't be considered for replacement.

090326/33 After debate all Councillors, with the exception of GW and PW agreed for the CIL working group to liaise with Suffolk County Council to consider the requirements and cost of white entrance gates and bring to a future meeting.

090326/34 After discussion AS confirmed the results of the speed survey along Turkey Hall Lane showed quite a lot of compliance with the speed limit which in turn suggests extending the 20mph speed restriction to the corner where the litter bin is, noting this is used by many dog walkers and was the request of the Parish Council when the original planning permission for The Fields development was granted. AS also suggested it might be a good idea to reduce the speed limit on the approach to the railway bridge to 20mph. After debate it was agreed to draw up a plan and send to Suffolk County Council to calculate the cost and consider this when the cost is known.

090326/35 **Neighbourhood Plan (NP):** Councillors noted the draft plan is expected to be with the working group before the end of the week for review.

090326/36 **Village Hall:** DR has been unable to prove the ownership of the tarmac area where vehicles park yet and will visit 'The Hold in Ipswich to undertake further research into the ownership.

090326/37 **Parish Warden:** AM gave a verbal report confirming the pot holes in the dog area are being filled when needed; defibrillators are being checked regularly including the one sited at the Scout Hut and reported on line.

090326/38 **Bus Service:** Councillors noted there has been much support for the re-introduction of the weekly bus service '320' from Eye to Bury St Edmunds; AM confirmed Norton Parish Council have taken the lead in applying for the re-instatement.

090326/39 DR confirmed public transport was the single largest challenge from the recent 'open door' event.

**Planning:** Councillors considered the following planning application relating to Bacton since the last meeting:

090326/40 DC/26/00605 Application for the Modification of a Section 106 Planning Obligation relating to DC/19/00646 for the tenures of the Affordable Houses Land on the west side of Broad Road, Bacton.

After discussion all Councillors resolved to SUPPORT this application on the condition residents and the Parish Council are made aware when advertising will commence for the eight affordable homes for locals to apply (noting the

short time frame of 4 weeks has already been agreed with the developer) before they are marketed them to the wider public.

090326/41 Councillors noted the following determination made by the District Authority relating to Bacton since the last meeting:

DC/25/04725 Erection of a garden room, 1 Duke Street Bacton

MSDC: GRANTED BPC: Supported

Councillors noted with disappointment there are no updates on the two outstanding CIL liabilities:

090326/42 DC/19/05193 Land to the rear of Mizpah, Broad Road

090326/43 4915/16 Land to the rear of 'The Bull Inn', Church Road;

090326/44 Whilst the Parish Council has not received a response from the District Council (following a solicitors letter seeking compensation for them for not expressing the Parish Councils interest in the land to the developer in March 2021) AM confirmed there is movement.

#### **Finance**

090326/45 All Councillors confirmed receipt of the finance reports including bank reconciliations for the period ended 28 February 2026 prior to the meeting. GM, as a non-bank signatory verified the bank statements agreed to the bank reconciliation as presented confirming total cash available £298,412.42; £0.00 in Unity savings and £15,139.50 in Unity current, and £283,272.92 held in the GB Bank (£82,040.54), HSBC (£86,101.06) and Shawbrook (£115,131.32) all within 'Flagstone';

090326/46 All Councillors confirmed receipt of the budget to actual payments and receipts prior to the meeting; it was noted the actual spend to 28 02 2026 once payments from reserves have been deducted and payments supported by grants removed is £36,019.60 compared to a budget for the full year of £47,683.06.

090326/47 All Councillors confirmed the reserves account was received prior to the meeting and noting the general reserve is 85% of the precept agreed the Parish Council is financially stable.

These minutes are in draft form only. They have not been ratified by full Council and therefore are not a matter of formal record. They will be presented to full Council for approval at the next meeting.

090326/48 **Assets:** All Councillors agreed the asset register accurately reflects the assets held by the Council as at 28 February 2026.

Councillors noted the following receipts since the last meeting:

090326/49	Co-op	Burial fee	£400.00
090326/50	Andrew Bingham Funeral	Burial fee	£495.00
090326/51	Flagstone	Interest	£1,162.69

Councillors ratified the following payments noting invoices have been seen:

090326/52	Staff	Salaries, pension etc	£1,556.96
090326/53	Scribe	Cemetery mapping	£24.00
090326/54	Staff	Salaries, pension etc	£1,520.27
090326/55	Defibstore	Replacement parts	£81.00
090326/56	Unity	Fee	£6.00
090326/57	ICO	Data Protection	£47.00

Councillors agreed to make the following payments noting invoices have been seen and the power by which the payment can be made is recorded in the cash book:

090326/58	Tina Newell	Donation to Parkinsons UK	£100.00
090326/59	Zarkeys	Plaques for Beacon Green	£100.00
090326/60	Clarkes of Walsham	Gate	£341.94
090326/61	JB & SB Fencing	Bench at Cow Green	£475.00
090326/62	Clarkes of Walsham	Postfix	£27.28
090326/63	J Lawes	Chain for gate	£14.35
090326/64	Colour Classics	Bacton Green gate	£469.04
090326/65	Eastern Computer Services	Printer repair	£30.00
090326/66	Top Garden Services	2025/26 Grass cutting	£7,656.12
090326/67	J Lawes	Padlock	£42.95

090326/68 It was noted there has been no official closure letter from Barclays Bank but GW confirmed all balances had been sent to Unity Bank.

090326/69 PW confirmed the Bacton Fayre has historically relied on donations from businesses, many of which are no longer trading. After a lengthy discussion VK proposed to sponsor the marquee. GM seconded the proposal on the

These minutes are in draft form only. They have not been ratified by full Council and therefore are not a matter of formal record. They will be presented to full Council for approval at the next meeting.

understanding this funding cannot be assumed for future years. DR and JD were in support of the proposal, MB was not in support and with GW, PW and JK not participating in the vote the majority were in favour and it was resolved the Parish Council will support the Bacton Fayre for the cost of the marquee (£2,605.00 plus VAT) for the 2026 Fayre.

**Governance:**

- 090326/70 All Councillors agreed to adopt the review of the Internal Controls for 2025/26.
- 090326/71 All Councillors received the audit of data processed by the Parish Council prior to the meeting and resolved to adopt this document as the Councils formal Data Audit.
- 090326/72 After a brief discussion all Councillors resolved to undertake training on General Data Protection Regulations (GDPR) and agreed for TN to forward the link to the Information Commissioners Office (ICO) noting this offers free training. Any questions will be forward to TN for answering.

**Correspondence:**

- 090326/73 Councillors noted an email received from a planning consultant earlier in the day which read “the three landowners of Site 2 (land which has been put forward in the Neighbourhood Plan for community space) have verbally reached an agreement and asked whether there is any specific that the Parish Council wants to see to ensure the site’s deliverability?”.
- 090326/74 Councillors confirmed receipt of an email from a resident at Cow Green “drawing attention, again to the worsening condition of the entrance to the track at Cow Green where it meets the B113, any vehicle traveling at speed along the B1113 (national speed limit and no street lighting), the resulting accident from hitting the hole would be serious”. After consideration Councillors were unsure if it is the condition of the entrance onto the B1113 or the speed of traffic that is the issue and agreed to meet on site to consider the condition of the green noting this is a registered green and protected under statute.

- 090326/75 **Councillors to request items for inclusion in a future meeting:** re-direction of the footpath currently through the Primary School.
- 090326/76 Councillors noted the next meeting is Monday 13 April 2026.
- 090326/77 VK closed the meeting at 8.51pm.

Draft