

BACTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 13 April 2026 held in the meeting room at St Marys Church, Bacton.

In Attendance: Vanessa Kingsley (VK) (Chair person), Jill Dowsett (JD), Martin Head (MH), John Kingsley (JK), Graham MacAusland (GM) and David Ryding (DR).

Others present: Tina Newell (Meeting Clerk) (TN), Andrew Mellen (AM) (District Councillor) and nineteen members of the public.

- 130426/01 **Co-option:** Councillors confirmed receipt of three applications for the post of Parish Councillor prior to the meeting. VK thanked all applicants for attending the meeting and invited those unsuccessful tonight to re-apply when vacancies become available. After consideration JD proposed Martin Head: (MH) as a resident on the new Ivy Fields development this would be a good representation from all areas of the Parish. GM seconded the proposal and with JK, DR and VK supporting the proposal MH was co-opted as Parish Councillor to Bacton Parish Council.
- 130426/02 MH joined the meeting as a Parish Councillor after signing his Declaration of Acceptance to Office form.
- 130426/03 MH was given a Register of Interests form and noted this needs completing and returning to the District Council within 28 days from todays date.
- 130426/04 **Apologies for absence:** Gail Wigglesworth (GW), Paul Wigglesworth (PW) and Matt Bryant (BM) tendered apologies for absence prior to the meeting due to prior commitments.
- 130426/05 All Councillors agreed to accept apologies from GW, PW and MB.
- 130426/06 Andrew Stringer (AS) County Councillor gave apologies prior to the meeting due to attending other Parish Council meetings.
- 130426/07 **Declarations of Interest and Dispensation requests:** No declarations of interest were received prior to or at the meeting and no dispensations were requested.

130426/08 **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes from the meeting held on 9 March 2026 and resolved to accept these as a true record of the decisions made. VK, as Chairperson was authorised to sign and date these (pages 122-130 inclusive).

Public Forum:

130426/09 Councillors acknowledged receipt of AS's report with no questions.

130426/10 Councillors confirmed receipt of Andrew Mellen (AM) District Councillors report prior to the meeting. VK asked if a challenge to the Local Government Reform (LGR) would delay the process to which AM confirmed the decision was made by Government and historically a judicial review has not overturned such a decision. AM confirmed the District Council have instructed a legal firm to start a 'without prejudice' discussion with the Parish Council regarding land owned by Bellway; AM confirmed 22 houses on the development off Broad Road, Bacton would be offered for sale as 'discounted ownership' to those with a local connection and will be advertised as such for a period of four weeks. AM's full report is appended to these meetings.

130426/11 GM informed all present of a ditch that appears to be deliberately blocked on a local building plot.

130426/12 DR confirmed Anglian Water have been carrying out surveys of local properties to check the water courses for surface water and soakaways to offer a proposal to rectify the flooding.

130426/13 A resident asked where the notice board on Cow Green will be positioned.

130426/14 A villager enquired why the flag poles on Beacon Green don't fly the Union Jack; VK and DR confirmed when the ownership of Beacon Green is transferred to the Parish Council this will be considered.

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

130426/15 **Bacton Green:** Councillors noted there had been an interest in renting the equestrian land. After discussion, noting references have been received and the tenancy agreement accepted, in principal, all Councillors resolved to let the land at a cost of £250 per calendar month from 1 May 2026.

130426/16 After receiving expressions of interest from two local farmers in renting the arable fields, and one potential interest in purchasing the land it was agreed

for DR, GM and MH to meet with those interested and bring back to the May meeting.

130426/17 **Beacon Green:** Councillors noted there has been no update on the transfer of the land to the front of the development to the Parish Council.

130426/18 AM will seek to confirm details of the financial agreement regarding maintenance of this land when it is transferred to the Parish Council.

130426/19 **Grass cutting contract:** Councillors noted the first cut has taken place and all agreed the work carried out has been neat and to a very high standard.

130426/20 **North Close:** Noting the findings from the independent surveyor and the subsequent quotes to carry out work to rectify the site and make it 'good' (all with references) JK proposed to **instruct ?????** at a cost of £9.1k. DR seconded the proposal and with all Councilors in favour the proposal was carried.

130426/21 Further to the independent surveyors recommendation all Councillors agreed to pursue a claim against the original contractor for the substandard quality of work.

Cemetery:

130426/22 After a brief discussion all Councillors resolved to order a further two benches at a cost of £475 plus VAT each from 'JB & SB Fencing'.

130426/23 After consideration all Councillors agreed to the following work to be carried out by 'Colour Classics': install four benches in the Cemetery: two either side of the entrance gate and two facing the new Cemetery (two have already been purchased); to cut the picket fence to make into an entrance gate for the grass cutter; to remove the old fence at the allotment end of the older cemetery and replace to match the new fencing; fit new fencing in the open area of the Cemetery including a new gate (using existing gate from Garden of Reflection) and to supply and fit wheelchair friendly latches at an estimated cost of £2,281.81.

Community engagement:

130426/24 Councillors agreed to hold 'open-door' events monthly in the village hall from 9am – 1pm and for TN to use the pop-up gazebo when appropriate at opportune/spontaneous times.

Community Infrastructure Levy working group:

- 130426/25 After discussion and agreeing noticeboards are another way of improving communication with villagers all Councillors resolved to purchase two primary notice boards (Shop Green and opposite the Village Hall) to hold eight sheets of A4 and four satellite notice boards (Broad Road, Cow Green, Ivy Field and St Marys Playing field) to hold four sheets of A4 at a cost of £4,423.30 plus installation from 'Greenbarnes'. It was agreed to site the new notice board at Shop Green closer to and facing the amenities and to remove the notice board from the village hall installing the new notice board on the Church Side of the footpath opposite.
- 130426/26 Following an audit of the waste bins it was found many are broken and not used. With an annual waste collection fee of £51.50 (2026/27) per bin and with the dog and general waste no longer needing to be separate it was agreed to reduce the number of bins from 23 to 13 and to purchase 10 x 105 litre and 3 x 35 litre bins at a cost of £4,018.50 from 'Earth Anchors Ltd' (visuals of the bins were shown to all Councillors) plus installation cost.
- 130426/27 Acknowledging the village Shop have provided bins for many years and noting the change in waste collection for commercial waste all Councillors resolved to include the emptying of the two privately owned bins into the Parish Councils weekly collection schedule at a cost of £51.50 each for the year.
- 130426/28 Councillors considered the idea of an annual publication, delivered to all households at the end of May (after the elections of the Parish Council/Chairman), as another way of communicating with villagers. After a lengthy conversation it was agreed to support an eight page (A5) full colour 'leaflet' at a cost of £297 plus VAT for 1,000 copies from Gipping Press; the Community Engagement working party agreed to produce a draft copy for the May meeting. Councillors gave thanks to AM who kindly offered to help with the distribution of the leaflets and to a villager who agreed to join the working group.
- 130426/29 **Garden of Reflection:** All Councillors supported the removal of old posts and wire replacing with posts and fence to match the height of the adjoining fence, to clear weeds including cutting back the Yew tree and redefining the path edge at an estimated cost of £794.96 (Colour Classics).

Road/Pedestrian Safety:

- 130426/30 Councillors agreed Church Road is poorly lit and after a review of the road by a street lighting engineer from Suffolk Highways considered a quote to install three new 6 meter columns complete with LED lanterns at a cost of £2,650 plus VAT per column (with additional cost if formal traffic management is required). Assuming UK Power Networks grant consent for the work VK proposed to order the works with Suffolk Highways; GM seconded the proposal with all Councillors voted in favour the proposal was carried.
- 130426/31 Councillors discussed the idea of 'gateways' (gates on entrance into and on leaving the Parish) and agreed to these in principle subject to suitable sites being approved by Suffolk Highways. It was agreed JD, GM and DR would meet with Suffolk Highways Community Liaison Engineer to agree sites and suitable designs.
- 130426/32 After consideration, noting the mean speed along Turkey Hall Lane is 24mph and Suffolk Police do not enforce 20mph speed limits, all Councilors agreed not to apply for a reduction in speed limit along this road.
- 130426/33 All Councillors agreed to support Suffolk County Council pursuing a reduction in the speed limit on the approach to the railway bridge.
- 130426/34 There was no update on the re-direction of the footpath currently through the Primary School.
- 130426/35 Further to a recent visit to Cow Green where all Councilors viewed the condition of the entrance/exit onto the track from the 'Cow' end of the B1113 VK proposed to instruct 'A E Waterfield' to carry out works as identified at a cost of £4,785 plus VAT. JK seconded the proposal with all Councillors in favour TN will place the order.
- 130426/36 After discussion DR proposed to erect approximately 55 4x4 Oak posts on the track side of The Registered Village Green at Cow Green to prevent further erosion up to a total cost of £7.5k. VK seconded the proposal and with all Councillors in favour the proposal was carried.
- 130426/37 **Neighbourhood Plan:** Councillors noted the draft plan should be with Parish Councillors before the end of April 2026.
- 130426/38 **Parish Warden:** JK gave a verbal report from the Parish Warden.
- Planning:**

- 130426/39 Councillors considered the following planning application relating to Bacton received since the last meeting:
DC/26/01369 Full planning application – Construction of 20 no Space Car Park and Access Track.
Land And Football Pitches At The Bacton Scout Hut, Rectory Road, IP14 4LE
All Councillors agreed to SUPPORT this application.
- 130426/40 Councillors noted the following decision made by the District Council since the agenda was issued:
DC/26/01062 Red House Farm, Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Agricultural Access Track as per submitted plans/documents.
The District Councils decision was formal approval is not required.
- 130426/41 Councillors noted the following enforcement case:
EN/26/00149 Alleged non-compliance with approved plans in relation to the two points of pedestrian access onto the adjacent St Marys playing field following grant of permission DC/21/00641. Land To The East Of Turkeyhall Lane, Bacton, Suffolk.
- 130426/42 Councillors noted there were no updates available on the following outstanding CIL liabilities: Mizpah, Broad Road and land to the rear of 'The Bull Inn' Church Road, Bacton
- 130426/43 Councillors noted an update on the Bellway land was offered earlier in the meeting.
- Finance:**
- 130426/44 Councillors were presented with the bank reconciliation for the year ended 31 March 2026, which GM as a non bank signatory verified to the bank statements. The Parish Council has £284,647.36 available cash as at 31 March 2026: £7,284.77 in Unity Trust Bank, and £277,362.59 held in 'Flagstone': £85,039.13 in HSBC, £112,177.76 in OakNorth, £30,014.38 in Aldermore and £50,131.32 in the holding account.
- 130426/45 Councillors confirmed receipt of the Budget vs Actual summary account and noted the receipts for the year were £91,724 in excess of budget and

payments £77,144 over budget; a receipt of Community Infrastructure Levy (CIL) unbudgeted for £63,369 and payments from CIL of £58,603.

130426/46 Councillors agreed with the Reserves account noting the general reserve is 52% of the precept and well within the recommended level for year end.

130426/47 Councillors reviewed the asset register noting assets purchased in the year of £53,033.33 and a disposal of £790.83 in the year.

Councillors noted the following receipt and gave thanks to GM for recommending Flagstone the investments through whom have returned £8,297.66 in interest.

130426/48 Flagstone interest £380.59

Councillors ratified the following payments made outside of a meeting noting invoices and the power to pay have been seen:

130426/49 Salaries including Pension £1,881.34

130426/50 SALC Payroll £86.40

130426/51 Polstead Press Signs for Bacton Green £84.00

130426/52 Tina Newell Capital (laptop and bag) £923.99

130426/53 J Lawes Wooden stakes £5.00

130426/54 J Lawes Rubber mallet £6.95

130426/55 Unity Trust Monthly fee £7.00

Councillors resolved to make the following payments noting invoices and the power to which they can be paid has been seen:

130426/56 Parish Online Annual mapping software £183.60

130426/57 SALC Annual Membership £525.39

130426/58 Blackthorn Landscape Grass maintenance £640.00

130426/59 ICCM Annual Membership £110.00

130426/60 Viking Office Ltd Stationer (paper & ink) £120.70

130426/61 There is no update or correspondence from Barclays Bank.

130426/62 **Governance:** Councillors confirmed receipt of training on the General Data Protection Act.

130426/63 **Items for inclusion at a future meeting include:** Internal Audit, Annual Return,

130426/64 Councillors noted the next scheduled meeting is the Annual Parish Council meeting which will be held on Thursday 14 May 2026 and will follow the Annual Parish meeting scheduled to start at 7pm.

- 130426/65 Councillors resolved to exclude members of the press and public from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960 to consider the temporary increase in hours for The Clerk and the Parish Warden.
- 130426/66 After discussion it was agreed to increase the Clerks hour to 25 per week and to review this annually.
- 130426/67 It was resolved to increase the Parish Wardens weekly hours to 10 hours from 1 June 2026 to 30 September 2026 if work is required to maintain the Garden of Reflection.
- 130426/68 VK closed the meeting at 8.47pm