

BACTON PARISH COUNCIL

Chair of the Parish Council: Vanessa Kingsley

Clerk: Tina Newell

Meadow View, Oak Farm Lane

Mendlesham

Suffolk IP14 5TE

parishclerk@bacton-pc.gov.uk

07767 163706

www.bacton.onesuffolk.net

All Parish Councillors are hereby summoned, and members of the press and public you are hereby invited, to attend a meeting of Bacton Parish Council on 8 September 2025 in Bacton Village Hall from 7.00pm to consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.

This meeting will be recorded until the minutes are adopted; anyone speaking will be deemed to have given consent to being recorded.

AGENDA

1. Apologies for absence:

- a. To receive apologies for absence.
- b. To vote on acceptance to apologies for absence.

2. Declarations of Interest and Dispensation considerations (members are reminded of their responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct):

- a. To receive any Declarations of Interests in subsequent agenda items.
- b. To consider any requests for dispensations.

3. Minutes of previous meeting:

Councillors to approve the minutes of the meeting held on 7 July 2025 as a true record of the business conducted.

4. Public Forum:

- a. To receive a report from Andrew Stringer County Councillor to include updates on the development off Broad Road and the associated footpath, the replacement signage at Turkey Hall Lane, the cutting of overgrowth along Wyverstone Road and a residents concern regarding flooding along Pound Hill.

- b. To receive a report from Andrew Mellen District Councillor including an update on the advertising/signage for the Taxi Bus service and the waste collection at Tailors Green (recently failed due to overgrown hedges at two properties).
 - c. To receive comments or questions from members of the public.
5. To receive updates and reports from working groups and consider further action:
- a. **Bacton Green:**
 - i. To note a local farmer has agreed to continue managing the arable land.
 - ii. To agree to apply for funding for planting, gapping up and coppicing at a potential cost of £315 plus VAT.
 - b. **Beacon Green:**
 - i. To receive an update on the transfer of land.
 - ii. To consider purchasing plaques to confirm the dates and occasions on which the Beacon has been lit.
 - c. **Cemetery:**
 - i. To note the work to repair the footpath leading to the rear of the Primary School was completed as scheduled.
 - ii. To consider quotations for cutting back the overgrowth on both sides of the access road and to cut back the hedge that borders the path to allow clear and easy access by grave diggers, mourners etc.
 - iii. To note an order has been placed for two benches for the Cemetery and agreement for the current bench to be disposed of has been received.
 - d. **Community Engagement:**
 - i. To receive feedback from attendance at the Bacton Fayre and VJ Day.

- ii. To receive a report from the inter Parish liaison meeting held on 8 July 2025 and consider the attendance of the Parish Council at a Community Liaison Group on 16 September 2025 at 11am to discuss the Bacton Business Park focusing on the deliveries management plan and reviewing the current lorry movements in and out of the site.
 - iii. To consider purchasing a 'pop up gazebo' for use at future events at a cost of less than £150.00.
 - iv. To consider the location and condition of Parish Council noticeboards.
- e. **Cow Green:**

To receive confirmation that work to the entrance of the B1113 has been completed as scheduled.
- f. **Garden of Reflection:**
 - i. To consider adopting the appended policy and procedure to allow requests for memorial plaques to be installed on the oak frame.
 - ii. To consider an official opening ceremony to include unvieling of a commemorative plaque for the Royal British Legion Oak tree.
 - iii. To consider purchasing additional trees and shrubbery at a cost to be received.
- g. **Neighbourhood Plan:**

To note the public consultation event will take place on 26 & 27 September 2025 in the village hall.
- h. **North Close:**
 - i. To receive an update on the regeneration of the patio area and consider the planting schedule.
 - ii. To consider the re-development of a paved area on Prettyman estate.
- i. **Pedestrian/Road Safety:**
 - i. To receive details and costs for additional signage following a meeting with a highways engineer on 14 July 2025.

- ii. To note the work commissioned February 2025 to refresh/add road markings is now complete.
 - iii. To consider a meeting with residents regarding traffic on Turkey Hall Lane.
 - iv. To consider the need for additional lights along Church Road.
 - v. To receive an update on the installation of posts to hold solar power Speed Indicator Devices.
- j. **Shop Green:**
 - i. To note the replacement electricity socket has been installed.
 - ii. To receive quotations for maintenance work required on the pond and surrounding vegetation.
- k. **St Mary's Playing field:**
 - i. To note the skate ramps have been installed and are being well used.
 - ii. To consider installing a bin closer to the skate park.
 - iii. To note the additional insurance premium for the skate ramps of £68.63 has been paid.
 - iv. To agree purchasing two safety notices for the skate area and play area at a cost of £52 each plus £15 delivery.
 - v. To agree further public consultation regarding purchasing additional play equipment.
 - vi. To receive a request to cut back boundary trees due to some branches over hanging a residents garden.
- l. **Parish Warden:**

To receive the monthly report including a request for tidying Pulhams Lane.

6. Planning:

- a. To consider commenting on the following planning applications made to Mid Suffolk District Council (MSDC) relating to Bacton since the last meeting:

- i. 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
- ii. 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, Stowmarket Suffolk IP14 4LN
- iii. 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 Stowmarket Suffolk IP14 4LE
- b. To note the following determinations made by MSDC relating to Bacton since the last meeting:
 - i. DC/25/01928 Malt Barn, Station Road, Bacton
MSDC: GRANTED BPC: Supported.
 - ii. DC/23/01506 Red House Farm, Rectory Road, bacton
MSDC: GRANTED BPC: Supported.
 - iii. DC/25/03528 Malt Barn Station Road Bacton IP14 4NH
MSDC: GRANTED
- c. To receive an update on the two outstanding CIL liabilities
 - i. Mizpah, Broad Road.
 - ii. Land to the rear of 'The Bull Inn', Church Road.

- d. To receive an update on the land previously offered for Community Use on the Bellway development.

7. Finance (all supporting papers appended):

- a. To receive and approve the finance report for the period ended 31 August 2025 including:
 - i. Bank reconciliations.
 - ii. Budget to actual payments and receipts.
 - iii. Reserves.
 - iv. Assets
- b. To note receipts since the last meeting.
- c. To approve payments to be made by internet banking, unless otherwise stated, and ratify any payments made since the last meeting.
- d. To agree purchasing a poppy wreath for the Remembrance Service.
- e. To consider the following requests for financial assistance:
 - i. Bacton Fayre committee.
 - ii. Bacton Bowls club.
- f. To receive an update on the Barclays Bank mandate change and consider future banking arrangement.
- g. To consider purchasing one 'emergency control bleed kit' at a cost of £550.00..
- h. Councillors to note the national pay agreement has been approved and is to be back dated to 1 April 2025 for the Clerk and the Parish Warden.
- i. To receive and approve the insurance renewal invitation.

8. Governance:

- a. To receive a review of both Financial and St Marys Playing field risk assessments.
- b. Councillors to note that PKF Littlejohn have returned section 3 of the Annual Governance Accountability Return (AGAR) following a review of Sections 1 and 2 of the AGAR.

- c. Councillors to note that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31st March 2025.
- 9. Correspondence: To note any correspondence previously circulated and consider any necessary action:
- 10. Councillors to request items for inclusion in a future meeting including waste bins, streetlighting and Pulhams Lane.
- 11. To note the next scheduled meeting is on 10 October 2025.
- 12. Chairman to close the meeting.

Tina

Tina Newell | Clerk to Bacton Parish Council

2 September 2025