

## Minutes of the Ordinary Meeting of Stradbroke Parish Council

held at the Court House, Stradbroke on Monday, 8<sup>th</sup> December 2025 commencing at 7.30pm

**Present:** Russell Ayling, Lawrence Champion, James Hargrave, Maureen John, Caroline Stebbing (c), Toni Wisbey

**In attendance:** Odile Wladon (Clerk), District Cllr Linder and 6 members of the public.

Item Ref	Description
25.12.01	<p><b>Chairman's welcome</b></p> <p>Reminders given:</p> <p>The meeting may be broadcast live and recorded. Any recording may be published on the council's website or may be available for repeated viewings on the Council's Facebook page, therefore anyone speaking at the meeting will be deemed to have given consent to being recorded.</p> <p>Members of the public are reminded that this is a meeting of the Parish Council held in public; it is not a public meeting. Members of the public may address the Council with comments on agenda items including planning applications during the public forum</p>
25.12.02	<p><b>Apologies for Absence</b></p> <p>(a) Councillors received apologies for absence from Mandy Allen, Edward Chew and Karen Lynch.</p> <p>(b) Councillors <b>resolved</b> to accept the apologies received.</p>
25.12.03	<p><b>Declarations of Interests</b></p> <p>Councillors declared interests in subsequent agenda items as follows:</p> <p>(a) Pecuniary Interests – all Councillors regarding precept</p> <p>(b) Other registerable interests</p> <p>(c) Non-registerable interests – Maureen John and James Hargrave as Directors of SCALT</p>
25.12.04	<p><b>Dispensations:</b> All Councillors have dispensation to discuss annual precept setting</p>
25.12.05	<p><b>Councillor vacancies:</b></p> <p>(a) No applications for co-option have been received.</p> <p>(b) Consultation on the request for a governance review is underway.</p>
25.12.06	<p><b>Minutes:</b></p> <p>Councillors <b>resolved</b> to approve the minutes as a true record of the business conducted at the meeting held on 10<sup>th</sup> November 2025.</p>
25.12.07	<p><b>Updates from Councillors/Committees/Clerk</b></p> <p>(a) Updates from Committees:</p> <p>i. Finance &amp; Premises met on 2<sup>nd</sup> December:</p> <ul style="list-style-type: none"><li>• Grant Awarding Policy – reviewed and recommended for approval (see item 25.12.13).</li><li>• Reserves Policy – reviewed and recommended for approval. (see item 25.12.13).</li><li>• Draft budget for 2026-27 – reviewed in detail and amendments discussed, recommended for approval (see item 25.12.11).</li><li>• Internal audit – audit plan and terms of reference reviewed and accepted, appointment of Trevor Brown recommended for approval (see item 25.12.11).</li><li>• Cemetery Rules and Regulations – a review of the guidance was commenced and draft updated documents will be reviewed once finalised.</li><li>• Tennis Courts:</li></ul>

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	<ul style="list-style-type: none"> <li>○ a grant application form and business case were approved for submission.</li> <li>○ response to the revised heads of term were noted, and the Clerk was instructed to proceed with contacting the solicitor to start the work on drawing up the lease.</li> <li>● Cricket Club: <ul style="list-style-type: none"> <li>○ the Clerk attended a meeting Club at the playing field and areas for improvement were discussed.</li> <li>○ The Cricket Club's plans will be added to the PIIP.</li> <li>○ Quotes will be obtained to replace the wooden shed and to increase the size of the compound.</li> <li>○ The Club is investigating an electrical connection for the scorers hut.</li> <li>○ A lease may be required for the Club to enable grant funding to be applied for.</li> </ul> </li> <li>ii. Personnel Committee met on 2<sup>nd</sup> December, the following areas were discussed: <ul style="list-style-type: none"> <li>● Performance management</li> <li>● Salary &amp; wages to be included in the draft budget (see item 25.12.11)</li> <li>● Working schedules</li> <li>● Staff risk assessments</li> <li>● Safeguarding policy – reviewed and recommended for approval (see item 25.12.13).</li> </ul> </li> </ul> <p>(b) Update for Broadband working group: a number of expressions of interest have been received and will be passed on to Fram Broadband.</p> <p>(c) Councillors with specific responsibilities:</p> <ul style="list-style-type: none"> <li>i. Youth Voice – KL attended a recent VOSH meeting and reminded the pupils of their request for an improved crossing point to the Wilby Road car park. Pupils were encouraged to use the new crossing point once the works were completed.</li> <li>ii. Climate Change – No update</li> <li>iii. SALC – No update</li> <li>iv. Bus transport – 482 bus service has been put out for tender.</li> </ul> <p>(d) Training – Safeguarding and Asset Transfer training attended by Clerk</p> <p>(e) Action taken by the Clerk.</p> <ul style="list-style-type: none"> <li>i. Water heater replaced at Health Centre</li> <li>ii. Meeting with cricket club regarding their requirements following promotion – matters will be added to the PIIP. Councillors congratulated the club on their promotion.</li> <li>iii. Attended Essex &amp; Suffolk Water open event on proposals for infrastructure works. Clerk will respond to the consultation with notes on potential need for water from increased poultry units should the factory extension happen.</li> </ul>
<b>25.12.08</b>	<p><b>District &amp; County Councillors:</b></p> <p>District Cllr Linder advised that he was still pursuing funding opportunities for improving the parking at New Street Close – this was proving difficult.</p>

Item Ref	Description
	<p>Cllr Linder confirmed that the new bins will start to be delivered in early 2026 ahead of new timetable being introduced in June. Cllr Linder noted the concerns raised about 3 weekly black bin collections and did not have the information to hand to respond to the question of how much the change would cost.</p> <p>County Cllr Lloyd sent apologies.</p>
25.12.09	<p><b>Public forum:</b></p> <p>A question was raised about the improved crossing point at Westhall and whether this would become a zebra crossing. Councillors confirmed that it would remain an uncontrolled crossing but that white 'H' markings would be added on each side of the road.</p>
25.12.10	<p><b>Planning</b></p> <p>(a) Councillors <b>resolved</b> the following responses to planning consultations:</p> <p><b>DC/25/02912</b> – installation of 72 ground-mounted solar panels with associated cable run. Marsh Farm, Mill Lane. Comments to be submitted as follows: Why that methodology, why so many panels, why there and how can it supply 91% of the need without battery storage. Also support ecology response.</p> <p><b>DC/25/04962</b> – Listed building consent: remedial works to floor as detailed in the schedule of works to fix moisture problem. 1 Town House, Church Street. Recommend officers take note of any response from Heritage team.</p> <p>(b) Councillors to note the outcome of the following planning applications determined by MSDC:</p> <p><b>DC/25/04430</b> – Land rear of Beeches. Removal of annex condition. GRANTED</p> <p>(c) Councillors <b>resolved</b> to delegate authority to the Clerk to respond to planning applications where the deadline falls outside of the published Parish Council meeting schedule.</p>
25.12.11	<p><b>Finance</b></p> <p>(a) Grant application: Councillors reviewed and resolved to approve a grant of £150 for the Friends of Stradbroke Primary School.</p> <p>(b) <u>Monthly accounts</u> Councillors:</p> <ol style="list-style-type: none"> <li>noted account balances at 30<sup>th</sup> November 2025 Current: £13,026.61 Deposit: £149,530.63 Chair initialled bank statements</li> <li><b>resolved</b> to approve the payments as per the schedule appended to the minutes.</li> <li>noted the receipts received during November 2025</li> </ol> <p>(c) <u>Budget 2026-27</u> Councillors:</p> <ol style="list-style-type: none"> <li><b>Resolved</b> to accept the quote for grass cutting accepting for the next 3 years and appointed Hammond Garden Services.</li> <li>Reviewed the draft budget proposed by the Finance &amp; Premises Committee, and <b>resolved</b> to accept the Budget for 2026-27 as appended to the minutes.</li> </ol> <p>(d) <u>Internal audit 2025-26</u> <b>Resolved</b> to appoint Trevor Brown to undertake the internal audit for 2025-26 financial year.</p>
25.12.12	<p><b>Updates on Council Projects</b></p> <p>(a) Pedestrian/Highways Safety Project:</p>

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	<ul style="list-style-type: none"> <li>i. Budget: £60,000 Actual spend to date: £17,232.15 Balance available: £42,767.85</li> <li>ii. SIDs: New Street: the TVAS sign which prevented the post being installed will be removed shortly and the contractors instructed to return to carry out the installation works. Laxfield Road: Discussions are still underway about a different location for the post. Queen Street: the SID is having a noticeable positive effect on the speeding in the area.</li> <li>iii. Waiting restrictions: no update for this meeting.</li> <li>iv. Pedestrian crossing points: works are continuing in the village and those that have been completed are being used.</li> <li>v. 20mph limit – Queen Street: awaiting a revised policy to be agreed by Suffolk County Council which will enable the request to be resubmitted.</li> </ul> <p>(b) Neighbourhood Plan review: the Site Allocation Policy was supported by 75% of respondents during the recent public consultation; this policy was used by the Steering Group when assessing the sites. Councillors <b>resolved</b> to adopt the Site Allocation Policy in full. Councillors <b>resolved</b> to accept the recommendation from the Steering Group to include Site C in the updated plan, alongside the 3 sites being carried forward from the existing plan (Strawberry Field, Grove Farm and behind the primary school).</p> <p>(c) Tennis Courts: The grant documents were submitted to Mid Suffolk on 3<sup>rd</sup> December 2025. Work on the lease will continue in early 2026.</p> <p>(d) Clock: winding mechanism and dial restoration; works started on 1<sup>st</sup> September.</p> <p>(e) Playing field safety &amp; security: quotes to be obtained for the replacement wooden shed and increase in size of the compound.</p> <p>(f) Chapel: No update for this meeting.</p>
25.12.13	<p><b>Policies and Council protocols and documents for approval</b></p> <p>Councillors <b>resolved</b> to adopt the following:</p> <ul style="list-style-type: none"> <li>i. Safeguarding Policy</li> <li>ii. Grant Awarding Policy</li> <li>iii. Reserves Policy</li> </ul>
25.12.14	<p><b>Correspondence:</b></p> <p>(a) Tabled: Councillors noted and <b>agreed</b> actions for correspondence tabled at the meeting. Email: regarding parking and blocking road at school time – Clerk to respond that the Council is unable to progress any matters but it is hoped that the when the car park at the rear is built matters may improve. Email: health centre regarding falls in icy weather, Clerk advised the practice manager that the Council does not grit the area following advice from insurance company.</p> <p>(b) Emails: Councillors noted correspondence previously circulated - SALC bulletins and NSIP information</p>
25.12.15	<p><b>Next meeting:</b> Monday, 12<sup>th</sup> January 2026</p>

Meeting closed at: 8.47pm

Signed: \_\_\_\_\_

Date