

Minutes of the Ordinary Meeting of Stradbroke Parish Council

held at the Court House, Stradbroke on Monday, 10th November 2025 commencing at 7.30pm

Present: Lawrence Champion, Edward Chew, James Hargrave, Maureen John, Karen Lynch, Caroline Stebbing (c), Toni Wisbey

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

Item Ref	Description
25.11.01	<p>Chairman's welcome Reminders given: 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>
25.11.02	<p>Apologies for Absence (a) Councillors received apologies for absence from Russell Ayling and Mandy Allen (b) Councillors resolved to accept the apologies received.</p>
25.11.03	<p>Declarations of Interests: no declarations were received.</p>
25.11.04	<p>Dispensations: no requests for dispensations were received.</p>
25.11.05	<p>Councillor vacancies: (a) Councillors noted that no election has been called, all current vacancies can be filled by co-option. (b) No applications for co-option have been received. (c) The request to reduce the number of Councillors from 13 to 11 has been submitted as part of the community governance review.</p>
25.11.06	<p>Minutes: Councillors resolved to approve the minutes as a true record of the business conducted at the meeting held on 13th October 2025.</p>
25.11.07	<p>Updates from Councillors/Committees/Clerk (a) Updates from Committees: i. Finance & Premises met on 30th October:</p> <ul style="list-style-type: none"> • The half year accounts vs budget were reviewed and approved. • An updated CIL funding schedule was noted. • There were no proposed virements to reserved accounts to note. • A VAT reclaim of £5,269.10 has been submitted to HMRC. • Budget meeting set for 2nd December – all Councillors are requested to submit items for inclusion in the budget to the Clerk by 27th November 2025. • RoSPA inspections were reviewed and a course of action agreed. • Revisions to the Financial Regulations were agreed are recommended for approval under agenda item 25.11.13(b) • Statement of Internal Control and Council Risk Assessment were reviewed and are recommended for approval under agenda item 25.11.13(b)

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	<ul style="list-style-type: none"> • A 2nd draft of the Heads of Term for the Tennis Club lease was agreed and will be sent to the Club. • The grant application for the resurfacing of the tennis courts is being finalised and will be submitted as soon as it is complete. <p>ii. No other committees have met.</p> <p>(b) Update for Broadband working group: a notice was placed in the Stradbroke Monthly seeking expressions of interest and some have been received. An online request will be made next. Once enough expressions of interest have been received, the project will move forward.</p> <p>(c) Councillors with specific responsibilities:</p> <ol style="list-style-type: none"> i. Youth Voice – RA/KL: no updates for this meeting. ii. Climate Change – TW: there are 3 weeks left of the investing in Suffolk programme. iii. SALC – TW: Well minds posters to be circulated to all Councillors iv. Bus transport – TW: no updates for this meeting <p>(d) Training –</p> <ul style="list-style-type: none"> • Toni Wisbey attended HR training offered by SALC. • Clerk attended briefing by Essex & Suffolk Water re proposed infrastructure works including a new pipeline near Stradbroke. <p>(e) Action taken by the Clerk</p> <ul style="list-style-type: none"> • Electrician booked to replace heater at the health centre. • Goal post returned to Westhall. • Play equipment at Westhall removed and disposed of. A working group from the Council will liaise with school and families in the village about replacement equipment.
25.11.08	<p>Public forum</p> <p>A member of the public sought clarification on whether they were able to clear the graves of their relatives at the Church. The Clerk confirmed that this was acceptable.</p>
25.11.09	<p>Planning</p> <p>(a) Councillors to determine a response to the following planning consultations: DC/25/04640 – Listed building consent. Erection of garden wall features to sever curtilage and vehicle access. Amended vehicle access to highway. Installation of air source heat pump. Grove Farm, Queen Street. Councillors asked for comments to be submitted that the proposed access lies outside the red line plan for this application.</p> <p>(b) Councillors noted that no response was submitted to the following application: DC/25/04430 – Land rear of the Beeches, Meadow Way – removal of condition 3.</p> <p>(c) Councillors noted the outcome of the following planning applications determined by MSDC: DC/25/04184 – Hepwood Lodge, Wilby Road. Conditions 10 (bat licence) and 11 (biodiversity enhancement) discharged.</p>

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	<p>DC/25/01709 – Hill House Farm, Diss Road. Erection of new cart lodge and ancillary annex. GRANTED</p> <p>DC/25/00494 – Fennings Farm. Removal of requirement for community engagement meetings – APPEAL ALLOWED.</p> <p>(d) Other Planning matters: Mid Suffolk District Council have launched a call for sites and this runs until 9th January 2026. A consultation is also underway on a draft 5 Year Housing Land Supply Position, this runs until 28th November 2025.</p>
25.11.10	<p>Finance <u>Monthly accounts</u> Councillors:</p> <p>a) noted account balances at 31st October 2025. Current £12,189.13 Deposit £147,663.96 Chair initialled bank statements to confirm the balances agreed with the bank reconciliation</p> <p>b) resolved to approve the payments as per the schedule appended to the minutes</p> <p>c) noted the receipts received during October 2025 as per the schedule appended to the minutes</p>
25.11.11	<p>District & County Councillors: <u>District</u></p> <ul style="list-style-type: none"> • New Street Close parking – investigations on whether District CIL can be used. • Community Governance Review deadline for requests was 7th November. • Biodiversity net gain fees agreed. • Call for sites is underway. • State of the District report has been published. • 22 units of sheltered housing is being decommissioned, this does not affect Stradbroke. • District Cil has been agreed for a sports pavilion in Stowmarket, playground improvements in Elmswell,,Thurston Railway Station and Stowmarket recreation ground. • Consultation underway on Essex & Suffolk water proposed infrastructure works. <p><u>County</u></p> <ul style="list-style-type: none"> • Council approved devolution deal for Norfolk and Suffolk Mayoral Authority. • Recycling has raised £0.5m for charity. • Partnership with Ukrainian region of Poltava • Celebrating 5 years of investment in national cycle network • 482 bus service not yet tendered for. • Elections for County Councillors expected May 2026 • 20mph request review – advice is to wait for change in policy which should make the decision easier. • SID posts issues will be followed up.
25.11.12	<p>Updates on Council Projects</p> <p>(a) Pedestrian/Highways Safety Project:</p> <ul style="list-style-type: none"> i. Budget: £60,000 Actual spend to date: £17,232.15 Balance available: £42,767.85

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	<ul style="list-style-type: none"> ii. SIDs: SID installed at Westhall on Queens Street. The contractor appointed by Suffolk Highways was unable to install post at New Street as TVAS sign was in place. At Laxfield Road the contractor unable to install post in the agreed location as there were too many electrical cables underground – Clerk has requested an onsite meeting to find a suitable location. iii. Waiting restrictions: the Parish Council has instructed Suffolk Highways to move forward with the project as originally planned. iv. Signs: Signs have been installed at the village entrances on New Street, Laxfield Road and Queens Street. With 30mph roundels painted on the roads. v. Pedestrian crossing points: Work at Westhall has commenced. The remainder of the works have been booked and will be carried out over the coming months. vi. 20mph limit – Queen Street: advice received at meeting that the Parish Council should wait until the speed limit policy changes, then resubmit the request. <p>(b) Neighbourhood Plan review: the Steering Group will meet on 20th November and a report with recommendations will be presented to the Council at the December meeting.</p> <p>(c) Tennis Courts: a second draft of the heads of term will be sent to the Tennis Club. It is anticipated that the funding application will be finalised by the end of November.</p> <p>(d) Clock: winding mechanism and dial restoration; works started on 1st September.</p> <p>(e) Playing field safety & security: no progress on the requirements identified as part of the site inspection.</p> <p>(f) Chapel: No update for this meeting.</p>
25.11.13	<p>Policies and Council protocols and documents:</p> <p>Councillors resolved to approve the following 4 documents:</p> <ul style="list-style-type: none"> i. IT and Email policy ii. Statement of internal control iii. Risk Assessment iv. Financial Regulations 2025
25.11.14	<p>Correspondence:</p> <p>(a) Tabled: Councillors agreed the following actions for correspondence tabled at the meeting.</p> <ul style="list-style-type: none"> • Lights at the shed – discussions have taken place with SYFC, a possible solution is being investigated. Lights to remain until the investigations are complete. • Funding information for FOSPs – Clerk to advise that a maximum grant application for £150 could be made this year and send form to complete. • Tree at Church – request received too late to trim the tree. Clerk will arrange for tree to be trimmed ahead of next year’s event. • Cricket club – request to meet to discuss potential improvements to facilities. Clerk to set up a meeting • NP Steering Group – response that members are James Hargrave, Karen Lynch, Edward Chew, Toni Wisbey and Ann Readman. No further action required. <p>(b) Emails: Councillors noted correspondence previously circulated - SALC bulletins and NSIP information.</p>
25.11.15	<p>Next meeting: Monday, 8th December 2025</p>
25.11.16	<p>Closed session:</p> <p>(a) Councillors resolved to close the meeting to review this item in closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the information to be discussed.</p>

Item Ref	Description
	(b) Staffing matter: Councillors resolved not to purchase an additional piece of equipment for street cleaning. (c) Councillors resolved to grant permission to Mid Suffolk District Council to carry out works at the Leisure Centre.

Meeting closed at: 9.00pm

Signed: _____

Date: