

Grundisburgh & Culpho Parish Council
Minutes of the Annual Meeting of the Council held on the 27th May 2025
in the Parish Rooms, Grundisburgh

NOTICES had been posted according with regulations.

Present: - Messrs. G.Caryer, E. Dingman, M. Rankin, C. Dow, A. Dunnett, J.Dunnett, R. Youngman, Mrs J. Bignell, Mrs.A.Willetts (in the chair), District Councillor C Hedgley and 6 members of the public.

1. Apologies for absence Mr. M. Harris, Dr.M.Mason

2. Election of Chairman Mr.Caryer proposed seconded by Mr. Dow that Mrs.A.Willetts be elected Chairman and, without further nominations, she was duly elected. Mrs.Willetts signed a Declaration of Acceptance of Office.

3. Election of Vice Chairman Mrs.A.Willetts proposed seconded by Mrs. Bignell, that Mr.G.Caryer be elected Vice Chairman and, without further nominations, he was duly elected.

4. To receive member's declarations of interest No interests were declared.

5. Minutes The minutes of a Meeting of the Council held on the 10th March 2025 had been circulated and were therefore taken as read. It was proposed by Mr. Caryer seconded by Mrs. Bignell, to unanimous approval, that these minutes be signed by the Chairman as a true record.

There were no matters arising.

6. District Councillor's Report District Councillor Colin Hedgley's full report is published on the Parish Council's Web Site Home Page - Important Documents <https://grundisburgh.suffolk.cloud/>

Waste collections The bin collection problem in Half Moon Lane reported at the Parish Meeting has now been resolved.

New Scout HQ The Planning Application is now being investigated. An access issue will hopefully be resolved by a site visit. There are issues concerning the buildings impact on the landscape. The main problem is that the officer dealing with this case has been off work for some time plus there appears to be a problem with County Council Highways Department.

Recycling of Small Electricals East Suffolk residents are urged to recycle their electricals as new kerbside collections roll out across the district. East Suffolk Council has unveiled its plans to introduce kerbside collections of small electrical items across the whole of East Suffolk. Collections will begin in the coming weeks with the hope that 120,000 households in the local community will get behind its drive to recycle their electricals.

Devolution Suffolk's five District and Borough Councils are launching a county-wide survey asking people for their views on the future of vital local government services.

The move comes as part of the government's Local Government Reorganisation (LGR) initiative which would see County, District and Borough Councils replaced and all their services delivered by one or more new unitary councils covering a specific area in the county.

District and Borough Councils believe that Suffolk would be best served by more than one unitary council. They have submitted their interim report, which sets out the benefits of a multi-unitary model. In a letter sent earlier this month to all Suffolk Councils, the government offered clear encouragement for the Districts and Boroughs to continue developing their proposals.

With this in mind, they are now seeking to further develop the best possible case for a multiple unitary solution in Suffolk, creating councils that are big enough to deliver, but local enough to care; councils that will be efficient and financially sustainable.

This is the most dramatic change to local government in 50 years, and the Leaders of the Borough and District Councils are committed to ensuring that every community is involved in shaping the new councils and their services.

As part of the wider engagement work the District and Borough Councils are carrying out, residents, businesses, community groups and other organisations can now [have their say](#) on what is important to them, in the areas in which they live and work.

"Suffolk County Council has only one plan – to create a single mega-council, which we believe would be out of touch with communities and residents. It would cover a vast geographical area seeking to save as much money as possible, no matter how perilous the impact on local democracy, the quality of services provided or proper accountability where you live - whether it's Hadleigh, Sudbury, Bury St Edmunds, Stowmarket, Felixstowe, Lowestoft or Ipswich.

District Councillor's Report cont...

Orwell Bridge Essential maintenance work is starting in June to replace the two westbound expansion joints on the A14 Orwell Bridge. The construction work is planned to start from Monday 16 June until August 2025, and will necessitate carriageway closures and diversions.

Meet the officers and Councillors The bus will visit visiting the following venues this year..

14 May - Fromus Square, Saxmundham

11 June - Lowestoft

25 June - Kesgrave

16 July - Beccles

6 August - Felixstowe

27 August - Southwold

24 September - Framlingham

All events are from 10am until 1pm.

Westerfield Quarry A Planning Application has still not been submitted.

Elm Tree Farm & Baptist Chapel Planning Applications No progress to report on these applications. Shortage of staff and lack of information from applicants is causing delays.

7. County Councillor's Report No report.

8. Public Open Forum It was proposed by Mrs. Willetts seconded by Mr. Rankin, to unanimous approval, that the formal meeting be suspended and members of the public invited to address the meeting.

The following issue was raised

Basts Mr. Franklin complained that a draft letter to the owner of Basts he had submitted to the Parish Council had been ignored. He, supported by two members of the public present whose properties had been damaged by Storm Babet, expressed their concern that the work the new owners intended to carry out in clearing trees and roots blocking the Gull stream flowing though Basts were not be sufficient to prevent flooding from another Storm in the future.

Mrs. Willetts said that on May 16th 2025 she met with Kaye Adams, the owner of Basts, to discuss the proposed work on the trees affecting the Gull adjacent to the pedestrian bridge on the bridle way.

The Parish Council had obtained 2 quotes from tree surgeons Tree Frog and Westrup Contracting for work recommended by Mr. Franklin after his work on the land after Storm Babet.

The previous owners of the land had done very little work on the water course over the years, and there had been no one living in the house for some time.

The new owners, moved in on Christmas Eve 2024 giving permission for Mr Franklin to carry on his work.

They have now taken over responsibility for the work of renovation of the whole site, improving the boundaries to make the site more secure, and improving drainage.

The owners have copies of the 2 quotes to work on the trees, and intend to get further advice from Tree Frog's Tom Roberts as soon as possible.

After a lengthy discussion Mr. Rankin proposed seconded by Mr. Dow that a letter should be sent to Basts owner informing them that

"Mr. Paul Franklin, who put them moving into Basts carried out a considerable amount of work clearing the Gull which runs through the property, the owners of two of the properties which were badly damaged by Storm Babet and some councillors expressed at this meeting their concern that the work they intend to do in clearing trees and roots blocking the stream should be sufficient to prevent flooding from another Storm Babet in the future.

The Parish Council had obtained solutions/quotations from Tree Frog and Westrup Contracting which Mrs. Willetts had passed on to the owners..

Mr Franklin, the owners of the two properties and some councillors expressed their preference for Westrup Contracting's more comprehensive approach which they felt would give more immediate protection against flooding and asked for their concerns and worries to be forwarded to the owners,

Should Basts owners, choose Westrup, which is more expensive than the Tree Frog's quotation, the Parish Council offers to make a contribution to the cost.

Approved. 6 councillors voting for 1 councillor voted against and two councillors abstained.

9. Chapel Field development

Lower Road Traffic Mitigation The Clerk had received a message from County Council Highways Officer Joshua White that he had scheduled a traffic survey to be installed in Lower Road on the 12th June to be collected on the 20th June. The data will follow shortly after. This data, will be compared with that collected in a survey conducted at the beginning of the development to determine what type of Traffic Mitigation needs to be installed.

10. Flooding This item had been comprehensively debated and actions agreed under Item 9.

11. Annual Parish Meeting The meeting was enjoyable, with excellent presentations and refreshments although the attendance was disappointing. Mr. Dunnett complained that no questions were asked by members of the public. It was explained that many villagers preferred to speak to councillors during refreshments rather than speaking in public.

12. Planning Report

12.1 Applications approved by East Suffolk Council since last Parish Council meeting.

DC/24/4569/FUL. Fenn Bungalow Lower Road Grundisburgh Woodbridge

Demolition of existing garage and erection of new double garage. Works to the house including; take off existing roof and install new roof 800mm higher, demolition of existing extensions, new single-storey extension to rear and new entrance porch.

DC/24/4038/FUL. The Brambles Woodbridge Road Grundisburgh

Conversion of integral double garage to allow for utility room, cloakroom and storage space together with external changes including bricking up part of opening and insertion of a new window in place of garage door and a new door in place of an existing window and associated works.

DC/25/0539/FUL. 39 Stoney Road Grundisburgh Construction of a front porch, single storey rear extension, including demolition of existing and additional rear window and window size alterations

DC/24/3285/FUL Barn at Poplar Farm Charity Lane Grundisburgh. Conversion of agricultural barn to self-build dwellinghouse (following grant of planning permission under ref. DC/23/2452/P3Q).

DC/24/3920/LBC. Poplar Farmhouse Bonds Corner Grundisburgh. Formation of new hipped roof porch to listed Poplar House.

DC/25/1100/FUL Orchard House Park Road. Erection of external staircase and insertion of rooflights to facilitate conversion of first floor of garage to home office.

12.2 No objections to TCA applications since the last Parish Council meeting.

DC/25/0251/TCA. 27 Thomas Walls Close Grundisburgh 12 no. Mixed species (T1-T12 on plan) - Crown reduce in height by up to 5 metres.

DC/25/0622/TCA High Bank The Street Grundisburgh

1no. Red oak (T1 on plan) - Overall crown reduction by 3 metres, and 4 metres on driveway side. Crown lift by 3 metres 1no. Eucalyptus (T2 on plan) - Crown reduce by 6 metres 1no. Pine (T3 on plan) – Fell

DC/25/0591/TCA. Purbrook House The Green Grundisburgh

1no. Eucalyptus (marked red on plan) - Reduce left side lateral spread by up to 3 metres and balance 1no. Rowan (marked blue on plan) - Fell 1no. Acacia (marked yellow on plan) – Fell

12.3 Applications Received since the last Parish Council meeting.

DC/25/1601/TCA The Gables The Green Grundisburgh Mixed species (T1, T2, T3, T5, T6 and T16 on plan) - Fell

DC/25/0319/FUL Hill Farm, Hill Farm Road, Grundisburgh Conversion and alteration of barn to form self-build dwelling

DC/25/0320/LBC Hill Farm Hill Farm Road Listed Building Consent - Conversion and alteration of barn to form self build dwelling

DC/25/0324/FUL Hill Farm, Hill Farm Road, Grundisburgh Conversion and alteration of barn to form self-build dwelling

DC/25/0325/LBC Hill Farm, Hill Farm Road Listed Building Consent Conversion and alteration of barn to form self-build dwelling

DC/25/1680/FUL 35 Stoney Road Demolition of existing single-storey living room and porch. Single and two storey extensions and alterations inclusive of additional solar panels, additional hard-standing/car parking, and replacement garden store structure.

DC/25/1780/ADN Field Adjacent B1079 Opposite Junction With Lower Road Woodbridge Road, Non-Illuminated

Advertisement Consent - Constructed from oak planking Field Adjacent B1079 1.8m x 0.7m . To be mounted on wooden posts. The top of the sign will be 2.1m high

Planning Report cont...

12.4 Applications still outstanding.

DC/24/2113/TPO 5 Thomas Walls Close Grundisburgh. A1 of TPO No. 29 / 1987 1no. Hawthorn (T1 on plan) - Fell 1no. Sycamore (T2 on plan) - Crown lift by removing six lowest branches back to trunk, and prune back upper side branches by 2 metres over neighbours property

DC/24/0031/FUL Elm Tree Farm, Wood Farm Road, Grundisburgh. Conversion of existing redundant agricultural buildings to provide four residential dwellings including the demolition of the large general-purpose barns, a silo and an additional covered storage building present on the site plus access and landscaping with associated private amenity space, parking and replacement cartlodes at the site.

DC/24/1237/FUL Grundisburgh Baptist Chapel, Chapel Lane, Grundisburgh. Change of Use of redundant building (class F1 (f) to create three dwellings (class C3) and associated landscaping.
Comments sent 16th June, 2024 Highways still objecting to vehicular access

DC/24/2708/FUL Land off Stoney Road Grundisburgh Change of use of the land for the proposed erection of a scout hall and use of the land for scouting activities.

DC/24/3618/ARM Approval of Reserved Matters of DC/22/1609/OUT -

Further comments sent

4th January 2025.

The opportunity to improve the Cranworth Close area for existing residents must not be lost by trying to cram the site. Parking is difficult, with vehicles already flooding over onto Stoney Road. Please do not spread the existing problems further.

District Councillor Colin Hedgley Sent: 14 January 2025 11:07

To: Natalie Webb Subject: DC/24/3618/ARM

DC/24/3618/ARM Cranworth Close Grundisburgh.

Dear Natalie,

1. I would appreciate an update as to where this application is in the process.
2. I am aware that the Parish Council has sent you another e mail of objection.
3. As you can imagine the residents of Cranworth Close are getting anxious and are pressing me on the situation bearing in mind that I have requested that this be brought to the full planning committee.
4. I also note that although my concern was posted in Nov 24 it does not appear to have elicited any sort of response from the applicant which I had hoped it may do bearing in mind that it was the residents of the close that had been very vociferous in their objections.
5. The car parking situation in Cranworth Close is not improving, in fact appears to be getting worse and (via hearsay) recently an ambulance could not gain access in order to transport a resident to hospital.
6. I am more than happy for you to pass my concerns to the applicant should you see fit or the applicant contact you.

Regards Colin

As of 17th May no reply has been received from planners.

After drawing attention to this application at the annual village meeting Colin Hedgley received an email from Daniel Salliss Biodiversity and Land Manager Flagship I quote

Dear Councillor Hedgley,

I am writing to let you know about Flagship's continued work to help nature recover in our communities – and to ask for your support in sharing this update with your councillors.

We want the green spaces we manage to be places where flowers and wildlife can thrive, and where local people can enjoy being close to nature. Since 2023, we've been managing grassy areas in over 200 of our communities less intensively, allowing them to grow into meadows during the spring and summer. These spaces have already attracted twice as many species of wildflowers compared to regularly mown grass.

Planning Report cont...

Colin with Cranworth Close in mind wrote back

Dear Daniel, Thank you for this e mail and the information.

I am, normally, very supportive of recovering poor grassy areas and transforming them into something better. I have no doubt that this will be achieved in the three areas your mention.

However, I am most concerned regarding a plot of land in Cranworth Close, Grundisburgh. (Adjacent IP13 6SZ)

Somewhere in your organisation the policy appears to be that it should remain an open space for the enjoyment of local (i.e Cranworth Close) Flagship residents.

However, they have made it abundantly clear both to me personally and at a public meeting held in Grundisburgh Parish rooms that they would prefer it made into a car parking area.

1. When every resident is at home, which is more often than not, the parked cars in the road make Cranworth Close impassable.
2. Elderly residents have difficulty accessing their own front doors because their own transport has to be left in another road.
3. An ambulance, recently, could not gain access to a very senior lady who needed assistance.
4. "We all have gardens we do not need more grass" Their words not mine.
5. "We want room to park our cars off road." Again from the residents.
6. The residents have the full support of the Parish Council and its Chairman Cllr Ann Willetts

Could you please use your good offices and lobby your colleagues to consider the cries of Cranworth Close residents? Or pass this e mail to the relevant manager.

Regards

Colin Hedgley - District Councillor for Carlford Ward

Do you think a letter or email follow up from the PC would help?

I know you don't like petitions but how about a letter signed by residents of Cranworth Close

I certainly think a letter from the PC would be helpful also stating that you held a "mass" meeting of residents. Colin

Mrs. Willetts will write to the Local Authority and Flagship particularly quoting Colin's unanswered questions and the words of exiting residents to try even harder to get this proposal reduced to 4 properties and increased parking on the piece of unused land they seem to think will be used to put deck chairs on.

DC/25/0546/FUL Meadowside Woodbridge Road Grundisburgh.

1.5 storey side extension and replacement cartlodge/outbuilding. Mrs Willetts reported that this application had been approved since she wrote the report.

DC/24/4253/FUL Otley College Of Agriculture And Horticulture Charity Lane Otley Suffolk HGV training facility for Otley College for HGV's up to 18.75m.

The main access to Otley College, for students and staff, situated as it is at the junction of Charity Lane with the B1078 is not ideal in terms of 21st century vehicle use. To add an access to an HGV training centre flies in the face of all recognised common sense. Charity Lane is recognised by Highways as Unsuitable for HGV's how then can adding a HGV training centre to the equation not be detrimental to Highway safety?

The effect on local residents will be unacceptable and the cumulative impacts on the local road network will be severe, particularly given the recent rise in the number of HGV's noted by parishioners.

Any new HGV training centre must have direct access onto an A road not a struggling country lane.

A highways officer stated in his reply to Parish Councillor Mike Harris that "It is recognised that proposals seek to utilise existing storage area at Otley College as a HGV training centre. The development is accessed from Charity Lane from the B1078, of which forms part of SCC's Lorry Route Network and is considered suitable for HGV movement."

The B1078 may be "part of SCC's Lorry Route Network" but Charity Lane, the direct access to the training centre, certainly is not and totally unsuitable.

Do Highways ever visit these sites before they comment?

On 8th April 2025 County Council as Highway Authority make the following comments: Following the submission of additional information since December 2024, it is recommended that the below condition and note be included upon any approval given for this proposal. The previous recommended conditions (within response dated 19 December 2024) remain applicable.: Condition: All HGV/LGV traffic movements to and from the site shall be in accordance with the submitted document namely 'TRAFFIC MANAGEMENT STATEMENT, Rev. P04'. No HGV/LGV movements shall be permitted to and from the site other than in accordance with the routes defined in the statement. In addition, the maximum number of trips associated with this proposal shall be limited to six two-way trips per day. The college shall maintain a register of complaints and a record of actions taken to deal with such complaints.

Reason: In the interests of highway safety, to reduce and/or remove as far as is reasonably possible the effects of HGV/LGV traffic in sensitive areas.

How can this be policed. it just shows that the Highway Authority are expecting breaches but are unwilling to admit that the access is unsafe.

Planning Report cont...

Westerfield Quarry

Grundisburgh and Culpho Parish Council sent in objections to the proposed Quarry at Westerfield Road, Westerfield, and have contributed to the fund set up to object. The submission of a full planning application is awaited on this site in ancient rolling farmland north east of Westerfield village centre accessed from the eastern side of Westerfield Road directly south of The Fynn Valley Golf Club. As soon as the planning application is submitted the Clerk will inform Councillors and residents on google groups and the village facebook page,

12.5 Footpath 20 /51. Playing Field and Hopkins development Chapel Field

From: ann.willetts@uwclub.net <ann.willetts@uwclub.net>

Sent: 08 May 2025 14:46

To: Stanka Dimova <stanka.dimova@fieldsintrust.org>

Subject: Grundisburgh Playing Field

Good afternoon Stanka

Further to our recent telephone conversation.

At the committee meeting held on Wednesday 30th April it was decided that Grundisburgh Playing Field Management Committee (GPFMC) would agree to Fields in Trust signing the agreement for the establishment of Footpath 51 as a Public Right of Way on a piece of playing field land linking the new footpath with the existing footpath 20 on the playing field.

The following is section 8 of the minutes of that meeting.

It was agreed that GPFMC are now content that Fields in Trust sign the agreement for the establishment of Footpath 51 as a Public Right Of Way.

- 1. The committee are content with the surface of footpath 20 over the playing field.*
- 2. The committee are content with the surface of the link on playing field land to the new proposed footpath 51 on the Hopkins Homes development Grundisburgh Vale, known locally as Chapel Field.*
- 3. GPFMC do not require any financial compensation for the considerable time spent or land given to finally come to an agreement subject to on one condition.*

Condition: That the redundant section of FP20 at the rear of Post Mill Crescent is officially extinguished by the local authority at no cost to the GPFMC or to Grundisburgh and Culpho Parish Council.

I hope that the above will be agreed by your Trustees . If you need anymore information please do not hesitate to either email me or ring me on 01473 738831

I received the reply

Good afternoon Ann

Thank you for your message. I will place this on the agenda for our Planning and Policy Committee meeting on 28 May.

Kind regards

Stanka

Sub Committee Meetings It was agreed that Sub Committee Meeting should be held bi-monthly starting with a meeting on the 2nd July.

13. Village Maintenance

Playingfield Pavilion Mr. Dow reported that Grundforce's next Spruce Up will be at the much loved but slightly shabby Playing Field Pavilion.

After a magnificent +30year tenure Richard Garnham has handed over his responsibility for the Pavilion's Management to the highly capable and committed team of Bryan Laxton, David Keats, and John Ellerby. Chris Dow, Allen Dunnett, Martin Kneebone, Brian Hunt met with Bryan, David and John on the 12th May at the Pavilion to run through what needs to be done.

This Spruce-up is part of a long-term plan to redevelop this village asset so that it can be used more widely by the community. Ultimately, it will be an addition too, and not in competition with, our Village Hall. The Village Hall is an amazing success and is largely booked-out year-round, so there is a definite need for additional space.

The aim of two weekend Spruce-ups is to clean and paint the exterior brickwork and woodwork, tidy up the paving, edge the grass verges, paint and freshen up the interior. The plan is to have a refurbished and revitalised Pavilion ready for the Village Show on Saturday 12th July.

24th/25th May.. Clean and prep inside and out.

31st May/1st June.. Painting inside and out

Village Maintenance cont...

The aim of these two weekend Spruce-ups is to clean and paint the exterior brickwork and woodwork, tidy up the paving, edge the grass verges, paint and freshen up the interior. The plan is to have a refurbished and revitalised Pavilion ready for the Village Show on Saturday 12th July.

As many volunteers as possible are needed and Mr. Dow will place a post on the Village Facebook Page as positive a response as the latest completed work did.

Paint and materials have been purchased costing £1,354 but there will also be plumbing and electrical works that require registered tradespersons at an estimated cost of £15,000 for which the Parish Council is asked to allocate CIL funds.

Mr. Dow proposed seconded by Mr. Caryer, to unanimous approval, that £15,000 CIL funding should be allocated for the provision of electrical and plumbing installations in the restoration of Grundisburgh's Playing Field Pavilion.

14. Financial Matters

14.1 2024/2025 Accounts & Audit The Clerk reported that the Accounts had been prepared on a Receipts & Payments basis with Balance Sheet, Receipts & Payment Report, Earmarked Reserves, Budget Report and Fixed Asset Register. These had all been circulated to councillors, with copies of the Annual Internal Audit Report, Accounting Statement and Annual Governance Statement prior to the meeting. The Parish Council has been selected for an intermediate review as part of the required 5% sample of those authorities who would otherwise be subject to a basic review.

Annual Governance Statement Mr. Caryer proposed seconded by Mr. Dow, to unanimous approval, that Councillors as members of the Grundisburgh & Culpho Parish Council acknowledge their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements and confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March, 2025 that:

- 1) We have put in place arrangements for effective financial management during the year and for the preparation of the accounting statements.
- 2) We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3) We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
- 4) We provided proper opportunity during the year for the exercise of elector's rights in accordance with the requirements of the Accounts & Audit Regulations.
- 5) We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6) We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems
- 7) We took appropriate action on all matters raised in reports from the internal and external auditor.
- 8) We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.

Approval of the Accounts Mr. Caryer proposed seconded by Mrs. Willetts, to unanimous approval, that the 2024/2025 internally /audited accounts be approved

14.2 Letter of thanks

Grundisburgh Local History Society

14.3 Payments received

03/03/2025 Bank Interest 02/12/2024-02/03/2025 £667.20

01/04/2025 Precept £10,500.05

Financial Matters cont...

14.4 Ratification of payments made since the last meeting and approved at the time

1 st Grundisburgh Brownies Pack	£1,000.00	Grant to purchase equipment
V A Langdon-Morris	£64.50	ESPA AGM Framlingham Castle Community Room
Mr. P.C. Wiffen	£153.60	Chaps Chat grant
Stop the Quarry Westerfield	£1,000.00	Donation
Vertas Group Limited	£298.86	Playing Field Grass Cutting 01/01/2025-31/03/2025
Mrs.C.Doorly	£136.50	Bluebell, snowdrop & aconite bulbs
Mrs.J.Bignell	£34.00	Christmas Tree gratuities
Wellfare Builders Ltd	£1,450.00	Pound Corner Bus Shelter repairs
Capital Road Safety Ltd	£1,110.00	New Scout HQ – Road Safety Audit
Anglian Water Business (National) Ltd	£105.74	Allotment water charges
East Suffolk Services	£62.40	St.Mary's Wheeled Bins – Bin Hire 1 Jan-31 March
	£43.20	St .Mary's Wheeled Bins – 2 collections
Mr.J.Ager	£513.05	Clerk's Salary February/March 2025
	£47.94	Clerk's Expenses
	£577.00	Clerk's Office Allowance 2024/2025
	£71.94	Printer toners
Mrs.C.Doorly	£24.00	Wild garlic bulbs

It was proposed by Mr. Caryer seconded by Mr. Youngman, to unanimous approval, at these payments be ratified.

14.5 Emergency payments made prior to the meeting

Mrs. C. Doorly	£20.00	Repayment - £20 transferred in error to Council's Current Account
Mr.G.Caryer	£573.80	Grundisburgh Local History Society – Grant to purchase projector
Suffolk Cloud	£120.00	Web Site Hosting & Support 2025/2026
Trustees of Grundisburgh Parish Room	£110.00	Room Hire 2024/2025
SALC	£27.00	Payroll service
East Suffolk Services Ltd	£243.50	2 signs for Lyttleton Meadow
	£65.52	St Mary's Wheeled Bin Hire 1 April-30 June
Mr.R.Fletcher	£170.00	Village Green Grass Cutting – March
Farran Douse	£110.32	River Water Testing Kits contribution
Vertas Group Limited	£333.23	Playing Field Grass Cutting 01/04/2025 – 30/06/2025
Mr.R.Herries	£22.00	ESPA Playing Field Pavilion Hire 22 April
Mr.R.Fletcher	£160.00	Village Green Grass cutting - April
	£188.00	Post & Rails repairs
Mr.C.Dow	£1,625.68	Decorating materials – Playing Field Pavilion project

14.6 Other payments requiring approval

SALC	£618.58	Membership 2025/2026
Brave Futures	£50.00	Donation
Citizens Advice Bureau	£100.00	Donation
Communities Together East Anglia	£50.00	Donation
Disability Advice Service	£100.00	Donation
East Anglian Air Ambulance	£200.00	Donation
Headway	£50.00	Donation
Lighthouse Woman's Aid	£100.00	Donation
Suffolk Accident Rescue Service	£100.00	Donation
Starlight	£50.00	Donation
St. Elizabeth's Hospice	£200.00	Donation
Suffolk Family Carers	£100.00	Donation
Suffolk Wildlife Trust	£100.00	Donation
Youth Club	£600.00	Grant
St.Botolph's PCC	£500.00	Grant towards cost of maintaining church yard
	£100.00	Grant Benefice Magazine
Grundisburgh PCC	£800.00	Grant towards cost of maintaining church yard
Lunch Club	£300.00	Grant
Grundisburgh PCC (Bags of Food Project)	£750.00	Grant
Mr.J.Ager	£513.05	Clerk's Salary April/May 2025
	£120.19	Clerk's Expenses
	£15.98	Name Plate Lanyards

It was proposed by Mrs. Willetts seconded by Mrs. Bignell, to unanimous approval, that these payments be made.

Financial Matters cont...

14.7 Account Balances as at 27th May 2025

Business Premium Account	£189,302.15
Current Account	£13,602.27
VAT to claim	<u>£941.60</u>
TOTAL	£203,846.02

14.8 Budget Report Attached.

14.9 Additional Funding Request for the Community Tech Hub

An application has been received for the £500 grant awarded by the Parish Council to be increased to £1,000 as they now have additional costs to cover relating to the implementation of safer recruitment procedures for all volunteers and directors involved with the organisation.

After discussion Mr. J. Dunnett proposed seconded by Mrs. Bignell that the Parish Councils grant be increased to £1,000.

Approved 7 members voting for. 2 members abstained.

15. Election of members to Committees

It was proposed by Mrs. Willetts seconded by Mr. Caryer, to unanimous approval, that members should serve on the following sub committees

Planning	Messrs.B.Cook, C.Dow, E. Dingman, M.Rankin, Mrs.A.Willetts
Finance	Messrs. A.Dunnett, M. Harris, R.Youngman, Mrs.J.Bignell
Footpaths and the Environment	Messrs. G.Caryer .A.Dunnett, E. Dingman, (P. Franklin – co-opted)
Roads & Transport	Messrs.G.Caryer, B.Cook, M.Harris, Mrs.J.Bignell,
Staff	Mrs.J.Bignell Mr.R.Youngman
Village Maintenance	Messrs.A Dunnett, C.Dow, M.Harris, M.Rankin, Dr.M.Mason
CIL	Messrs.G.Caryer, C.Dow, A.Dunnett, M.Harris, Mrs.J. Bignell, Mrs.A.Willetts

16. Appointment of representatives to Village Organisations

It was proposed by Mrs. Willetts seconded by Mr. Caryer, to unanimous approval, that these appointments should be filled as follows

Village Hall	Mr.B.Cook
Playing Field	Mr.G.Caryer, Mr.M.Harris, Mrs.A.Willetts
Grundisburgh Charities	Mrs.Bignell
SALC	Dr.M.Mason
SAVID	Mr.G.Caryer, Mr.R.Crouch
Parish Rooms	Mr.A.Dunnett
ESPA	Mrs.A.Willetts

17. Parish Council appointments

It was proposed by Mrs. Willetts seconded by Mr. Caryer, to unanimous approval that these appointments should be filled as follows

Internal Auditor	Mr.C.Grimwood
Backup data storage	Mr.G.Caryer
Tree Warden	Sadly Mr. Kevin Muttitt has passed away and there is now a vacancy.
Millennium Meadow Warden	Mr.P.Franklin

18. Roads & Transport Report No report

19. Footpaths & Conservation Report No report

20. To receive reports from Council representatives to village organisations

Playing Field Management Committee Mr. Caryer reported that since he last Parish Council meeting there have been 2 meetings, the AGM on April 15th and a committee meeting on the 30th April.

The AGM was attended by 13 people and as announced at last year's AGM, Richard Garnham took the opportunity, after 30+ years on the committee to step down as Chairman. Also stepping down were Mrs Crow (Treasurer) and John Broad (Committee Member). 3 new members were elected (Mr Bryan Laxton, Mr John Ellerby and Mr David Keates). Presentations and acknowledgements were made to the outgoing chairman and treasurer. Following the meeting the outgoing chairman presented Mr Broad with a gift and thanked him for his involvement during his 13 years on the committee

Other issues covered included Footpath 20, Financial Report and Changes to Charges. It had been agreed as from May 1st the hourly rate for the use of the pavilion should be increased to £11.00/hr. It was also agreed that as there were to be several new committee members after the AGM the revised committee may wish to adopt a different charging policy to the main stakeholders, and it was agreed that any increase in charges should be left to the discretion of the newly formed committee

At the 30th April Management Committee Meeting Bryan Laxton, John Ellerby and David Keates were elected as the Chair, Treasurer and Bookings Secretary respectively with unanimous support.

It was also agreed to hold a meeting with Playing Field users for a general, open and informal chat. Following the meeting a date of Thursday 29th May has been agreed.

Further to the notice that Grundisburgh Estate had given notice that the Emergency Exit onto Park Road would be closed as from 30/09/2025. It was noted that the emergency exit proposed by the Grundisburgh Estate through onto the Chapel Field development could cost in the region of £35K. The need for a second exit (emergency or permanent) needed further investigation

On Footpath 20, it was agreed to draft a letter to Fields in Trust recommending they sign the document with Hopkins Homes. It was agreed that we should pursue a 5 year plan for a full refurbishment of the pavilion at a rough cost of £250k – 300k. In the meantime we would undertake a “refresh” of the pavilion with the support of Grundforce and other helpers.

21. Public Open Forum It was proposed by Mrs. Willetts seconded by Mr. Dow, to unanimous approval, that the formal meeting be suspended and members of the public invited to address the meeting.

The following issues were raised

- The Planning Application for a Non-Illuminated Sign constructed from oak planking adjacent to the field on the B1079 opposite the junction with Lower Road relates to the 100 oak trees recently planted in the field to replace tress used in the reconstruction of the Sutton Hoo burial ship.
- The Community Tech Hub's work in the community and Grundforce restoration of the Playing Field Pavilion were highly commended.

22. Items for next meeting Sub Committee Meeting dates.

23 Any other business

2025 Council Meetings July 14 September 8 November 10

Budget 2025/2026

01/04/2025 Through 31/03/2026 Using Budget 2 (in Pound)

20/05/2025

Page 1

Category Description	01/04/2025 Actual	- Budget	31/03/2026 Difference
INCOME			
Allotment Rent	0.00	450.00	-450.00
Bank Interest	0.00	750.00	-750.00
Precept	10,500.05	21,000.00	-10,499.95
TOTAL INCOME	10,500.05	22,200.00	-11,699.95
EXPENSES			
Administration			
Audit Fee	0.00	350.00	350.00
Clerk			
Expenses	136.17	500.00	363.83
Office	0.00	577.00	577.00
Payroll Service	22.50	50.00	27.50
Salary	513.05	3,854.00	3,340.95
Soc.Clks	0.00	110.00	110.00
Training	0.00	50.00	50.00
TOTAL Clerk	671.72	5,141.00	4,469.28
Cls. Exp.Train	0.00	500.00	500.00
Data Protection	0.00	40.00	40.00
Hire of Rooms	0.00	400.00	400.00
Insurance	0.00	550.00	550.00
Laser Printer	0.00	100.00	100.00
Parish Meeting	0.00	500.00	500.00
Photocopying	0.00	110.00	110.00
SALC	618.58	600.00	-18.58
Stationery	0.00	200.00	200.00
Website	0.00	110.00	110.00
TOTAL Administration	1,290.30	8,601.00	7,310.70
Run Costs			
Bags of Food	750.00	750.00	0.00
Bus Shelters			
Cleaning	0.00	300.00	300.00
Repairs	0.00	500.00	500.00
TOTAL Bus Shelters	0.00	800.00	800.00
Defibrillator	0.00	200.00	200.00
East Suffolk Planning Alliance	22.00	0.00	-22.00
Grundisburgh Community Tech Hub	0.00	500.00	500.00
Highways			
SAVID	0.00	50.00	50.00
Snow Clearing	0.00	200.00	200.00
Speedwatch	0.00	150.00	150.00
TOTAL Highways	0.00	400.00	400.00
Local Fighting Fund	0.00	1,000.00	1,000.00
Lunch Club	300.00	300.00	0.00
Pks Open Spa			
Allotments	0.00	300.00	300.00
Benches	0.00	500.00	500.00
Dog Fido Bins	0.00	150.00	150.00
Footpaths & Environment	0.00	150.00	150.00
Lyttleton Meadow	202.92	0.00	-202.92
Millennium Meadow	0.00	1,100.00	1,100.00
Notice Boards	0.00	300.00	300.00
Playingfield	277.69	1,000.00	722.31
River Water Testing	110.32	100.00	-10.32

Budget 2025/2026

01/04/2025 Through 31/03/2026 Using Budget 2 (in Pound)

20/05/2025

Page 2

Category Description	01/04/2025 Actual	- Budget	31/03/2026 Difference
St.Bots	500.00	500.00	0.00
St.Mary	800.00	800.00	0.00
Village Greens			
Mowing	330.00	2,000.00	1,670.00
Posts & Rails	188.00	300.00	112.00
Stream	0.00	500.00	500.00
Trees	0.00	100.00	100.00
Xmas Tree	0.00	200.00	200.00
TOTAL Village Greens	518.00	3,100.00	2,582.00
Village Maintenance	1,354.73	1,000.00	-354.73
War Memorial	0.00	200.00	200.00
Wheeled Bin	54.60	800.00	745.40
TOTAL Pks Open Spa	3,818.26	10,000.00	6,181.74
Youth Club	600.00	600.00	0.00
TOTAL Run Costs	5,490.26	14,550.00	9,059.74
Section 137			
Brave Futures	50.00	50.00	0.00
British Legion	0.00	100.00	100.00
Citizens Advice	100.00	100.00	0.00
Communities Together East Anglia	50.00	50.00	0.00
CPRE (Suffolk Preservation Soc)	0.00	72.00	72.00
Disability Advice Service	100.00	100.00	0.00
East Anglian Air Ambulance	200.00	200.00	0.00
Headway	50.00	50.00	0.00
Lighthouse	100.00	100.00	0.00
Sflk Accid Resc	100.00	100.00	0.00
St Elizabeths Hospice	200.00	200.00	0.00
St.Botolphs Benefice Magazine	100.00	100.00	0.00
Starlight	50.00	50.00	0.00
Suffolk Family Carers	100.00	100.00	0.00
SWLT	100.00	100.00	0.00
TOTAL Section 137	1,300.00	1,472.00	172.00
TOTAL EXPENSES	8,080.56	24,623.00	16,542.44
OVERALL TOTAL	2,419.49	-2,423.00	4,842.49