

Minutes of Little Bealings Annual Parish Council meeting held in the Angela Cobbold Hall at 7pm on Monday 12 May 2025

Present:

Cllr I Ransome (Chairman), Cllr P Carr, Cllr C Cheeseman (Vice Chairman), Cllr K Price, Cllr H Saagi and Cllr M Wilson

In attendance: Wendy Cook, Clerk to the Council

Also present:

District Councillor Colin Hedgley, and four residents/members of the public (for all/part of the meeting)

The Chairman welcomed those present.

After six years, Cllr Ian Ransome stood down as Chairman. He expressed thanks to his fellow Councillors and explained that he had intended to stand down from the position the previous year, however he had stayed in post during the transition period of the new Clerk.

1. Election of Chairman

Cllr Ransome asked for nominations. It was **RESOLVED:**

- that Cllr C Cheeseman be elected Chairman of the Parish Council

Cllr C Cheeseman thanked Cllr I Ransome for all of his hard work over the last six years as Chairman.

2. Declaration of Acceptance of Office

Cllr C Cheesman signed the Declaration of Acceptance of the Office of Chairman.

3. Election of Vice Chairman

The Chairman asked for nominations for Vice Chairman. It was **RESOLVED:**

- that Cllr H Saagi be elected Vice Chairman of the Parish Council

4. Apologies for Absence

There were no apologies for absence

5. Declarations of Interest in Matters on the Agenda and Dispensation Requests

Declarations of interest were made as follows:

Mrs M Wilson: Other Registrable Interest as Trustee of Bealings Village Hall in Agenda item 17.6.1 Donations

Mr P Carr: Other Registrable Interest as Chairman of ROPETH in Agenda item 17.6.1 Donations

Ms H Saagi: Other Registrable Interest as Trustee of Bealings Village Hall in Agenda item 17.6.1 Donations

Mr C Cheeseman: Other Registrable Interest as Trustee of ROPETH in Agenda item 17.6.1 Donations

Dispensation requests had been received from Cllr Cheeseman and Cllr Saagi in relation to approval of finance schedules that may include any bank payments to ROPETH and The Bealings Village Hall Trust that the Council may separately have separately authorised.

It was **RESOLVED**:

- For the Clerk to accept the dispensation requests from both Cllr Cheeseman and Cllr Saagi

6. Public Participation Session

No comments were made

7. Minutes of the Meetings Held on 7 April 2025

It was **RESOLVED**:

to approve the minutes of the meetings as drafted.

8. Review of Standing Orders, Financial Regulations, Delegation, Communication, FoI Policies, Procedures and Exercise of General Power of Competence in accordance with Standing Order 5 j

It was **RESOLVED**:

- That the Council's Standing Orders, Financial Regulations, delegation, Communication, FoI policies and procedures, updated as necessary or newly created and considered at this meeting were appropriate and to adopt them for the following year.

9. Updates from Clerk and Councillors

9.1 ESC Community Partnership

Cllr Carr attended the meeting on the 29 April. The subject for discussion was isolation and loneliness. He also reported that the current projects included a wellbeing project at Kesgrave High school, where music therapy is being implemented. He also mentioned Kesgrave Town Council where there is a highlight on road safety. The next meeting is in August.

9.2 Village Hall Management Committee

Cllr H Saagi reported that the new keysafe is working well. The Village Hall are about to install new blinds and she thanked the Parish Council for the allocation of CIL money. New heaters are also due to be installed in the Village Hall. And, the pop up pubs are continuing to prove popular.

9.3 SAVID

No update/ Next meeting is 5th June. Cllr M Garnham will be in attendance.

9.4 Sinks Pit Community Liaison Group

Cllr Ransome attended the last meeting. There is now a case study for review available.

It was **RESOLVED**:

- for the case study to be circulated to councillors for review. And that this should be added to the Agenda for the next Parish Council meeting.

9.5 Clerks Forum

The Clerk has started her CiLCA course. The Clerk also reported that the new notice board for Beacon Lane is due to be delivered this week and that she has received permission from the property owner to replace the notice board on the wall in The Street.

10. Local District and County Councillors' Reports

Firstly, District Councillor Hedgley congratulated the new Chairman on his appointment. A copy of his report had been circulated to councillors. He referred to various items in it, including, Devolution and that lots of information is now available on the ESC website. He also mentioned that he had unspent money available from his enabling budget and that he has previously supported projects in the village.

11. Planning

11.1 Planning Applications

None Received

11.2 Update on Applications dealt with under Delegated Authority, Previous Applications, Appeals and Enforcement Matters

The Following Applications have been approved:

DC/25/0753/FUL|Construction of rear single storey flat roof extension, single storey flat roof porch and remodeling of bay to front. Minor internal alterations.|The Weald Martlesham Road Little Bealings Woodbridge Suffolk IP13 6LX

DC/24/4287/ARM|Approval of Reserved Matters of DC/22/0566/OUT (Outline planning application with all matters reserved proposing the erection of a detached dwelling and garage within excess garden amenity land serving The Orchard, Holly Lane, Little Bealings, IP13 6PW) - Access, Appearance, Landscaping, Layout, Scale, and Strategy for Ecological Enhancements. The Orchard Holly Lane Little Bealings Woodbridge Suffolk IP13 6PW

DC/24/4518/FUL|Rear extension and replacement rear porch including demolition of the existing|Fynn Bridge The Street Little Bealings Woodbridge Suffolk IP13 6LH

DC/24/4542/FUL|Porch to front elevation (following removal of existing), replacement of door with window on front elevation and replacement of door and window on side

elevation with double doors with side lights. | Warren House Playford Road Little Bealings Woodbridge Suffolk IP13 6ND

DC/24/1800/CLE | Fox Barn, Playford Road, Little Bealings, Woodbridge, Certificate of lawful use (existing) Converted Barn for residential dwelling

The following applications are Pending Consideration

DC/25/0972/ARM | Approval of Reserved Matters of DC/24/0689/OUT - Outline Application (All Matters Reserved) - New single family dwelling with associated amenity space and car parking space. DC/25/1046/FUL | Retrospective Application - temporary siting of caravan/mobile home during building operations for a period of 1 year | Grove Cottage The Street Little Bealings Suffolk IP13 6LT

DC/25/0035/CLE | Certificate of Lawful use (Existing) - Change of use granted by Inspector Mileham as a result of appeal ref APP/X3540/W/21/3267667 has been lawfully implemented. | Admirals Head Inn Sandy Lane Little Bealings Woodbridge Suffolk IP13 6LW

SCC/0059/23SC/VOC | Proposal: Variation of Conditions 2. Compliance with submitted details, 3. Highway access, 4. Highway access surfacing, 5. Construction traffic and site management plan, 7. Tree protection and 8. Post-completion tree assessment. For planning application SCC/0059/23SC. Land off The Street, Little Bealings, Suffolk, IP13 6LN

DC/22/5004/FUL | Retention and completion of construction of 1 No building and use of land for vehicle and plant hire operator(s) comprising officer, workshops, associated parking, drainage infrastructure etc to allow for the hire, storage, sale, maintenance and servicing of vehicles, paint, machinery and equipment following enforcement case ref: ENF/21/0552 in relation to previous consent DC/19/2666/FUL | Kesgrave Quarry Sinks Pit Main Road Kesgrave

DC/24/2759/FUL | Proposed extensions & alterations. (ground & first floor side extensions, first floor alterations & second floor (roof space proposal) | Woodside Martlesham Road Little Bealings Woodbridge Suffolk IP13 6LX (Previous application DC/21/4162/FUL valid until 2 November 2024)

The following application has been appealed:

DC/23/2095/VOC: Variation of Condition No. 2 of DC/22/2984/FUL - Construction of one detached dwelling and garage - Change approved drawings to reflect amendments to design | Woodside Martlesham Road

An appeal has been made to the Secretary of State against the decision of East Suffolk Council to refuse planning permission for Variation of Condition No. 2 of DC/22/2984/FUL - Construction of one detached dwelling and garage

Enforcements:

ENF/25/0141/DEV | Land to the north of Pipits Hill, Martlesham Road | Unauthorised compound and hard standing

DC/21/4162/FUL | Woodside Martlesham Road

A site visit has been completed by ESC Enforcement regarding the potential use as a builder's yard. However, at this time there is insufficient evidence of an unauthorised use. Parish Council have been made aware that a local resident has reported this matter to ESC Enforcement.

12. Neighbourhood Plan

Every household in the village has now received the Neighbourhood plan leaflet. Cllr H Saagi said that there had been a good turn out at the weekend with a 'steady stream' of people visiting the Angela Cobbold Hall to find out more about the neighbourhood plan. The Plan is also now available on the Parish Council website and there is a link for comments

13. Emergency Plan

Cllr I Ransome, Cllr C Cheeseman and the Clerk meet with two representatives from the Rapid Response Team to find out what services they can offer. At that meeting some of the key risks were identified. The Parish Council are in the early stages of forming an Emergency Plan and now need to identify if anybody in the village has any medical needs that rely on having power.

It was **RESOLVED**:

To talk to both Great Bealings Parish Council and Playford Parish council, who have both completed their emergency plans and to include Emergency Plan on the agenda for the next meeting

14. Request From School for nominated councillor:

It was **RESOLVED**:

That Cllr H Saagi would be the nominated Councillor

15. Highways

15.1 Highways – SCC Feedback re Network Rail and Maintenance Reports

Cllr I Ransome informed the PC that a fine of £120 was given to Network Rail and that the PC will not be receiving any compensation.

15.2 Footpaths

A footpath report was circulated to councillors

16. Review of Volunteers, and Representation on External Bodies and Reporting

It was **RESOLVED**:

- That the following be appointed for the forthcoming year:

Webmaster: Jenny Shaw.

Footpath Wardens: Francis Mutimer and John Wittgreffe

Footpath Volunteer Workers: Jane Mardell, Liz Mutimer, Anthony Meehan, Keith Beaumont and Anna Beaumont.

Village Hall Management Committee representative: Cllr Saagi

Suffolk Association of Local Councils: Cllr Ransome

ESC Community Partnership Representative: Cllr Carr

SAVID representative: Cllr Garnham

Sinks Pit Liaison Group: Cllr Ransome and local resident Mr Thornborrow

17. Finance

17.1 Adoption of Accounts for 2024/25: Review of Internal Audit and Annual Governance and Accountability Return

The accounts for 2024/25 and the Annual Governance and Accountability Return Form 3 (AGAR) had been circulated. The internal auditor had completed the return with no issues arising. The Council reviewed the effectiveness of its internal financial control in accordance with the requirements of the Annual Governance Statement. It was noted that due to the level of income received the Council an external audit would be required at a cost of £210 + vat.

After consideration it was **RESOLVED:**

- that the current system for internal financial control and the internal audit were effective and appropriate
- to approve the Annual Governance Statement contained in section 1 of the AGAR

After further consideration it was **RESOLVED:**

- To approve the accounts and the Accounting Statements for 2024/25 contained in Form 3 of the AGAR

17.2 Assets Review

The Council's Assets were noted and it was **RESOLVED:**

To approve the Assets Report as drafted.

17.3 CIL Annual Report

It was **RESOLVED:** to approve the Annual CIL Report as drafted.

17.4 Internet Banking Signatories/Savings Account

The new Chairman needs to be added as a signatory and the past Chairman removing. The Parish Council is currently getting 1% interest on its savings account with NS & I but could get 1.35% if it moves its savings account to Barclays. This would also mean that all of the Parish Council's accounts would be in the same place.

It was **RESOLVED:**

- For the Clerk to update the signatories on the bank accounts
- For the Clerk to make enquires as to moving the savings account to Barclays

17.5 Appointment of Internal Control System Reviewer

It was **RESOLVED:**

- To appoint Cllr I Ransome as the Reviewer for the next year.

17.6 Income and Authorisation of Expenditure

17.6.1 Donations

Bealings Village Hall Trust

Cllr Wilson and Cllr Saagi left the meeting at 7.42pm in accordance with their declarations of interest.

It was **RESOLVED**:

- To donate to the Trust and the John Belstead Playing Field to £750, in accordance with its power in S19(3) of the Local Government (Miscellaneous Provisions) Act 1976. The Parish Council to advise Great Bealings Parish Council accordingly.

Cllr Wilson and Cllr Saagi returned to the meeting.

ROPETH

Cllr Carr and Cllr Cheeseman left the meeting at 7.47pm in accordance with their declarations of interest.

It was **RESOLVED**:

- To donate £250 to ROPETH, in accordance with the Council's power in S19(3) of the Local Government (Miscellaneous Provisions) Act 1976.

Cllr Carr and Cllr Cheeseman returned to the meeting.

Fynn Lark News

It was **RESOLVED**:

- To donate to the Fynn Lark News £350 in accordance with its power in S137 of Local Government Act 1972 and to request that the extra funds be used to increase the online visibility of the publication.

17.6.2 Approval of Finance Schedule

It was noted that income of £6,875.00 had been received from ESC, being the first half of the precept.

Expenditure had been incurred as follows:

- Clerk's Net Salary for March 2025: £474.76 (S111 and S112 LGA 1972) (standing order)
- Clerk's Net Salary for April 2025: £566.40 (S111 and S112 LGA 1972) (standing order)
- ICO: £47.00 (S111 and S112 LGA 1972) (standing order)
- Places For People: £7035.00 + £1407 Vat (S111 and S112 LGA 1972) (BACS)
- Groundwork UK: £1119 (S111 and S112 LGA 1972) (BACS)
- ROPETH: £144 (S111 and S112 LGA 1972) (BACS)

It was **RESOLVED**:

that the following expenditure be incurred:

- Clerk's net salary for May 2025: £566.40 (S111 and S112 LGA 1972) (standing order)
- Clerk's net salary for June 2025: £566.40 (S111 and S112 LGA 1972) (standing order)
- SALC Annual membership fee: £245.63

- Forewood Sanding (CIL): £1362
- SLCC: £450
- SALC CiLCA unit 1: £63.00 + £12.60 vat
- W Cook Clerk Expenses: £39.67 + £7.67 Vat
- Bealings Village Hall: £20.00

18. Date of Next Meeting

The next meeting of the Council will be on Monday 7 July 2025 in the Angela Cobbold Hall but a meeting will be held on Monday 2 June 2025, if required by business to be transacted.

There being no further business to discuss the meeting closed at 7.53pm.