

Minutes of Little Bealings Annual Parish Council meeting held in the Angela Cobbold Hall at 7pm on Monday 11 May 2026

Present:

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

In attendance: Wendy Cook, Clerk to the Council

Also present:

4 residents/members of the public (for all/part of the meeting)

The Chairman welcomed those present.

1. Election of Chairman

It was **RESOLVED:**

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

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

Apologies were received from District Councillor Colin Hedgley and County Councillor Elaine Bryce

It was **RESOLVED:**

- to accept the 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 15.7 Donations

Mr P Carr: Other Registrable Interest as Chairman of ROPETH in Agenda item 15.7 Donations

Ms H Saagi: Other Registrable Interest as Trustee of Bealings Village Hall in Agenda item 15.7 Donations

Mr C Cheeseman: Other Registrable Interest as Trustee of ROPETH in Agenda item 15.7 Donations

6. Public Participation Session

No comments were made

7. Minutes of the Meetings Held on 2 March 2026

It was **RESOLVED**:

- to approve the minutes of the meetings as drafted.

8. Updates from Clerk and Councillors

8.1 Sinks Pit Community Liaison Group

Cllr I Ransome commented that the next meeting would be in June

8.2 ESC Community Partnership

Cllr Carr attended the meeting on 17th March. He reported that the Community Partnership had awarded money to three causes/projects in the ESC area. He also stated that the Calford and Fynn Valley areas were amongst the least deprived in England. He will attend the next meeting on the 19th May

8.3 Village Hall Management Committee

Cllr H Saagi reported that the 'pop up pubs' were continuing to be popular and that work to a retaining wall was about to be carried out. She also mentioned that the Village Hall trust were looking to apply for further grants.

8.4 SAVID

Cllr M Garnham attended the meeting on the 19th April. That he had returned the Road Safety Banner and that he will be attending the next meeting on 9th July.

8.5 Clerk Update

The Clerk completed all 30 Of the learning outcomes to complete her CiLCA course, she has a couple of referrals to complete but is aiming to become a CiLCA qualified Clerk by the July meeting.

9. Local District and County Councillors' Reports

District Councillor Colin Hedgley and Suffolk County Councillor Elaine Bryce were not present at the meeting. They have submitted reports which are available to read on the Parish Council website www.littlebealingsparishcouncil.gov.uk

10. Planning

10.1 Planning Applications

No Planning Applications received

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

DC/26/0891/FUL Woodside Martlesham Road, Little Bealings, IP13 6LX Retain single out building within residential curtilage – Delt with under delegated authority – Pending

DC/26/0786/FUL, High Rigg The Street Little Bealings Woodbridge Suffolk IP13 6LT Retrospective Application - Erection of close boarded fence to South boundary of property High Rigg The Street Little Bealings - Delt with under delegated authority – Pending

DC/26/0103/FUL Galleon House Martlesham Road Little Bealings IP13 6LX, Rear extension creating orangery with bar and dining space, internal modifications to create larger kitchen and additional toilet. External addition of an outdoor kitchen with landscaping and fire pit. - Pending

DC/25/4851/FUL 10 Holly Close Little Bealings IP13 6PL, Retention of Change of use of outbuilding to part time holiday let - Pending

DC/25/4773/FUL | Detached garage and cart lodge building. The Chestnuts, Martlesham Road, Little Bealings, IP13 6LX - Pending

DC/25/3957/FUL, Part Land Rear Of Grove Cottage The Street Little Bealings Suffolk, Construction of a self-build dwelling - Refused

11. Neighbourhood Plan

Cllr Saagi spoke of the small boundary overlap with Great Bealings, she has spoken to the Consultant and now been informed that it could be December for the next consultation.

12. 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/ 20s Plenty/SID: Cllr Garnham and local resident Andrew Innocent

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

13. Policy Updates and Review

- 13.1 Training and Development Policy
- 13.2 Standing Orders
- 13.3 Financial Regulations
- 13.4 Correspondence Policy
- 13.5 Policy & Procedure for Requests for Information
- 13.6 Scheme of Delegation
- 13.7 Press & Media Policy
- 13.8 Equal Opportunities Policy

13.9 Expenses Policy

After a brief conversation

It was **RESOLVED**:

- To approve the new Training and Development policy and accept and adopt all policies as drafted.

14. Highways

14.1 Highways

Nothing to report

14.2 Footpaths

Nothing to report

14.3 Road Safety

The Clerk has spoken to Community Police Office PC Cox and raised the issue of the increasing amount of speeding vehicles through the village.

15. Finance

15.1 Adoption of Accounts for 2025/26: Review of Internal Audit and Annual Governance and Accountability Return

The accounts for 2025/26 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 2025/26 contained in Form 3 of the AGAR

15.2 Assets Review

The Council's Assets were noted and

It was **RESOLVED**:

- To approve the Assets Report as drafted.

15.3 CIL Annual Report

It was **RESOLVED**:

- to approve the Annual CIL Report as drafted.

15.4 Income and Authorisation of Expenditure

Approval of Finance Schedule

Income received from ESC Precept £7125.00

Expenditure had been incurred as follows:

- Clerk's Net Salary for March 2026: Agreed in Budget (S111 and S112 LGA 1972) (standing order)
- Clerk's Net Salary for April 2026: Agreed in Budget (S111 and S112 LGA 1972) (standing order)
- ICO £47
- SALC membership £250.82

It was **RESOLVED**:

- that the following expenditure be incurred:
- Clerk's net salary for May 2026: Agreed in Budget (S111 and S112 LGA 1972) (standing order)
- Clerk's net salary for June 2026: Agreed in Budget (S111 and S112 LGA 1972) (standing order)

15.5 Savings Account

Internet Banking Signatories

It was **RESOLVED**:

- That the Parish Council were happy with the present signatories and no changes were necessary.

15.6 Appointment of Internal Control System Reviewer

It was **RESOLVED**:

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

15.7 Donations

Bealings Village Hall Trust

Cllr Wilson and Cllr Saagi left the meeting at 7.22pm 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 7.25pm 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.
- For the Clerk to contact the Fynn Lark News to arrange for electronic files of the magazine to be published on the Parish website

16. Date of Next Meeting

The next meeting of the Council will be on Monday 6 July 2026 in the Angela Cobbold Hall but a meeting will be held on Monday 1 June 2026, if required by business to be transacted.

There being no further business to discuss the meeting closed at 7.29pm.