



**BADWELL PARISH COUNCIL MEETING
MINUTE OF THE MEETING HELD ON THE 7th JULY 2026, 7PM
IN THE VILLAGE HALL, BADWELL ASH**

Present:

Cllrs Richard Morris (Chair), Steve Russell (Vice Chair), Clare Taylor (RFO), John Morgan (arrived 8.00pm), Mark Tomkins, Will Draper, Roy Woodfine, Alison Martin (Parish Clerk), Lainey Pace, (Minute Secretary)

Also Present: County Councillor James Patchett, District Councillor Richard Winch, Peter Dixon and Richard Lock VHC representatives.

Councillor Morris welcomed everyone to the meeting and outlined that members of the public are limited to speaking for no longer than three minutes. They may ask questions during the course of the meeting at the discretion of the Chair.

Councillor Morris asked members of the public if they had any questions for the Parish Council. Richard Lock reported he had been asked to enquire whether the lights situated outside of the village hall could either be set on a timer or turned off. Councillor Morris explained the lights had been fitted upon the request of parishioners. The lights are below the level of light pollution and cannot be set on a timer as they are solar powered. Councillor Taylor agreed to check the ownership of the lights

ACTION Councillor Taylor.

1. **Apologies:** Councillors Nick Harvey and Bill Woodhall.
2. **Declarations of Interest and Dispensations**
 - 2.1 **To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting.**
 - 2.2 **To receive and agree requests for dispensations.**

Councillor Tomkins recused himself from agenda item 12 regarding Planning Application DC/26/02592.
3. **Minutes**
 - 3.1 **To approve and sign the minute of the previous meeting held on 2nd June 2026**

The minutes of the previous meeting held on the 2nd June were agreed and signed by Councillor Russell as he chaired the meeting in the absence of the Chair Councillor Richard Morris.

3.2 Matters arising from the minute not covered on the agenda

Councillor Woodfine reported the finger post near the main footpath in Long Thurlow and the anti slip cover on the footbridge in the footpath in Long Thurlow had been replaced and the parishioner who had reported the problems said thank you. The Clerk was asked to find out from Councillor Woodhall who undertook this work and pass on thanks to them. **ACTION Parish Clerk**

4. Reports from Local Councillors

4.1 A copy of County Councillor Patchett's report was circulated prior to the meeting and will be filed with these minutes.

County Councillor Patchett gave a brief update on the Local Government Re-organisation (LGR). Suffolk is scheduled to move from its existing two-tier local government structure of (county, district and borough councils) to three new unitary councils, with implementation planned for April 2028 and elections for the new authorities expected in May 2027. SCC has decided to proceed with a legal challenge against the Government's decision regarding the proposed re-organisation. The decision follows an announcement made in May that the council intended to challenge the legal basis of the Government's plans. The legal action has raised concerns among some councillors regarding potential costs to the public purse and the possible impact on preparations for the planned transition to the new unitary authorities. Supporters of the challenge argue that it is important to test the legal basis of the Government's decision before the re-organisation proceeds.

Other items in his report are as follows;

- Post-16 Travel Policy Agreed for 2026-27
- Funding Agreed for A140 Major Road Network Planning
- Increased Support for Apprenticeships
- £3.6 Million Investment in New Fire Engines
- Suffolk Against Fraud Partnership Launched
- Fourth Annual Nationally Significant Infrastructure Projects NSIP Conference Held in Ipswich

Full details on the above are outlined in County Councillor Patchett's report, go to www.badwellashparishcouncil.gov.uk

4.2 Report from District Councillor Richard Winch

A copy of District Councillor Winch's report was circulated prior to the meeting and will be filed with these minutes. District Councillor Winch highlighted the following items from his report;

- Better Recycling - The new recycling regime came into force in June 2026 for the whole of the county. There have inevitably been a lot of issues, but most problems are getting resolved. The 16 Food Waste collection rounds picked up 162 tonnes of food waste across both districts. This is a 6% increase on the previous week. District Councillor Winch is feeding back any issues to the recycling team. District Councillor Winch is feeding back any

issues and Councillor Taylor raised the issue of maggots in the food caddy bins. This is mainly due to the current high temperatures and Councillor Russell reported Tassimo coffee pots have to be bagged and put in the black bins as they are not recyclable in the current system.

- Joint Local Plan - Babergh and Mid Suffolk district councils have launched a scoping consultation to obtain input from businesses, community groups, stakeholders and members of the public on their new Joint Local Plan. The plan serves as an important planning document that guides decisions on housing, jobs, infrastructure, town centres, the environment, transport and community facilities across both districts. To help determine what form the plan takes, the consultation is seeking people's views on the key issues affecting their area. No decisions are being made about specific development sites at this stage. For further details go to;
www.midsuffolk.gov.uk/w/joint-local-plan-scoping-consultation
- Turkish company, Assan Panels, has invested £45m on a new facility at Gateway 14.
- Clarification regarding a recent email from Adrian Ramsey's office regarding buses was sought. The email requested local issues regarding bus services. Clerk to forward email to Cllr Winch.

ACTION Parish Clerk.

5. Review of outstanding actions from last meeting

5.1 Update of Action Tracker

The outstanding actions were updated..

06.01.2026	4.1	Reports from Local Cllrs	Cllr Taylor agreed to check to see if the replacement grate in the recently constructed culvert on Richer Road has been undertaken.
------------	-----	--------------------------	---

Councillor Taylor reported this is still outstanding. District Councillor Winch agreed to speak to County Councillor Patchett.

ACTION District Councillor Winch.

03.03.2026	6.1	Parish Clerk Residents Reports	Denbury Homes removal of marketing boards in Badwell Ash.
------------	-----	--------------------------------	---

The marketing boards have been removed following a survey of residents who requested they are removed.

07.04.2026	10.3.2	Monthly playground inspection by PC	The main metal gate to the playground has dropped on its hinges and does not lock. Cllr Morris to check this out.
------------	--------	-------------------------------------	---

Councillor Morris will pursue this outstanding action.

ACTION Cllr Morris

07.04.2026	10.3.3	Monthly playground inspection	There is graffiti on the tennis table. Stephen Rose to be informed. Clerk to research suitable solvent to remove graffiti.
------------	--------	-------------------------------	--

The Clerk reported that this has been undertaken. Nail polish remover proved to be the best substance to remove the graffiti.

02.06.2026	6.1	Resident's Reports	Footpath 11 unpassable in Mulberry Homes development, escalate matter with Rights of Way Team at SCC and revisit site.
------------	-----	--------------------	--

The Clerk reported she has revisited the site and there is now a fence around part of the footpath through the site. However, signs to show the direction of the footpath from the route through the angling

society's land are required. District Councillor Winch agreed to follow this up with the Rights of Way Team.

ACTION District Councillor Winch

6. Parish Clerk's Report

6.1 Resident's Reports

A query had been raised regarding the footpath to the front of Plots 1-3 Tiller Close. Tiller Property Development have confirmed in writing that this footpath is for the use of all residents of Tiller Close and members of the public walking to and from the village, in the interest of highway safety.

6.1.2 Trugs – A message was put on the PC Facebook page regarding the plants that had been taken from the trugs in St Mary's Crescent.

6.1.3 Clean up of bus shelter – human excrement had been found in the bus shelter which has been cleaned up.

6.1.4 The Clerk received a plea for emergency housing and had contacted District Councillor Winch who referred the matter to the housing team. **ACTION The Clerk will find out the outcome.**

6.1.5 The Clerk had received a query regarding who should cut the grass in The Crescent in Badwell Ash. The previous owner of plot 1 used to cut the grass and there is now a new owner. It was confirmed that this is the responsibility of the County Council. **ACTION The Clerk will contact the County Council on this matter.**

6.1.6 A new dog bin has been ordered and needs to be installed in the Back Lane near the Gun Club in Badwell Ash. **ACTION Councillor Morris agreed to do this.**

A request for a dog bin for Le Grice Gardens has been received. This was agreed and the Clerk was tasked to find out the best place to put it and to order one. **ACTION Parish Clerk.**

Also a request for a dog bin to be situated in Langham Road has been made. It was noted that it would be useful to look at where the dog bins are currently situated and if they are in the best locations. **ACTION Councillor Morris**

6.2 BAPC Assertion 10 policy and procedures reviews and adoptions

The Clerk has reviewed the Assertion 10 policy and procedures and reported there are a number of documents that need to be noted or adopted as follows;

6.2.1 Website Audit noted by the PC.

6.2.2 Accessibility Statement unanimously agreed by the PC.

6.2.3 IT Policy unanimously agreed by the PC.

6.2.4 Data Mapping exercise noted by the PC

6.2.5 Data Risk Assessment to be reviewed and single data controller accepted following 6.2.6

6.2.6 Appointment of Data Controller It is now necessary to formally appoint a new data controller following the appointment of a new Clerk. It was unanimously agreed this would be Alison, the new Parish Clerk.

- 6.2.7 Training** The Clerk reported that in order to complete Assertion 10, she needed to undertake FOI and GDPR training which was agreed. It was further agreed that Councillor Taylor would undertake FOI and GDPR training. Councillor Morris would also undertake GDPR training and Councillor Russell would undertake FOI training. Training is to be a rolling agenda item from her on.
- ACTION Parish Clerk to arrange training.**

6.3 Unauthorised Encampments – update

Following training by the Clerk in May the Clerk asked if she could have assistance if she had to deal with such situations. It was agreed that Councillors Russell and Woodhall and District Councillor Winch would help with such matters in the future.

ACTION Parish Clerk to update Cllrs Russell, Woodhall and Winch

6.4 Broadsheet Hotmail account

The Clerk is unable to access the Hotmail account for the Broadsheet. Ro Williams at Pear Space was asked to try to access it but was also unable to (even with password). Councillor Morris agreed to contact the previous Editor. The Clerk was asked to set up a redirect message on this account if/once it can be accessed.

ACTION Councillor Morris and Parish Clerk

6.5 SALC Clerk Basics Training

The Clerk has recently undertaken this training. It was noted that this a lot of work on top of newly coming into post.

7. Finance

A copy of the RFO's report had been circulated prior to the meeting and will be filed with this minute. This month's bank statement has been signed off by Councillor Morgan and the current balance is £272k. Councillor Morris signed off this month's BACS payments, which are attached to these minutes.

Councillor Taylor reported she has been looking at account IT software and will give an update at the next meeting.

ACTION Councillor Taylor.

The PC's application for Sports England Grant has reached the second stage. Councillor Taylor asked the PC if they knew of anyone who would be interested in using these facilities in the future, to get in touch as this all helps to support the application. Following further discussion, it was agreed to put an article in the next edition of the Broadsheet. Councillor Tomkins requested a copy of the usage rates of the Village Hall

ACTION Peter Dixon.

ACTION Councillors Russell and Tomkins to write an article for the Broadsheet.

8. Neighbourhood Plan

8.1 Neighbourhood Plan Update

Councillor Russell gave an update. The judicial review is due on July 8th.

9. Multi Use Games Area

9.1 Update

An open day is coming up and the issues around the Grant are being worked on. Two Drop-In sessions will take place at the Village Hall on the 11th and 13th July; 10am to 1pm and 5pm to 7.30pm respectively. These are aimed at providing an update to parishioners of the work around the Village Hall and the MUGA. Leaflets for the Drop-Ins have been produced and need to be delivered. Councillors Draper, Russell and Taylor offered to assist Councillor Tomkins with this.

ACTION Councillors Draper, Russell, Taylor and Tomkins.

10. Emergency Planning

10.1 Flood Contingency Plan

The draft Flood Contingency Plan has been submitted to MSDC. Councillor Morgan has downloaded some flood mapping information and the Plan needs to be updated. Councillor Russell offered to help Councillor Woodhall with this. **ACTION Councillors Woodhall and Russell**

11. Village Assets – Update

11.1 Defibrillators (2) Monthly inspection update

The defibrillator in Long Thurlow had been inspected and is working well. Councillor Woodfine reported he has recently tested the voltage of the defibrillator in Long Thurlow which is good and can do the same for Badwell Ash which was agreed. The Clerk asked if Councillor Woodfine would show her how the electrics work on the defibrillators. **ACTION Councillor Woodfine and Parish Clerk.** Councillors Morgan and Woodfine to undertake next month's inspection **ACTION Councillors Morgan and Woodfine.**

11.2 Monthly playground inspection report and discussion

Councillor Draper had undertaken this month's playground inspection and reported that apart from the metal gate which still needs to be repaired, the equipment is all ok. Councillor Draper agreed to undertake next month's inspection. **ACTION Councillor Draper.**

Proludic has been approached for a repair and maintenance quote.

The sand pit has now been removed. An alternative item of equipment needs to be purchased and it was agreed to ask parishioners at the Drop-In's for their suggestions/ideas.

11.3 Tennis table graffiti

The graffiti on the table tennis has been removed using nail polisher remover.

11.4 Trugs and benches

The location of the benches has been undertaken and includes the codes for What3Words app.

11.5 New noticeboard

Two noticeboards have been put up in the new covered shelter and a surface repair will be undertaken in due course. A request had been received asking if the new shelter could be located at the bus stop. Councillor Tomkins explained that the purpose of the new covered shelter is to provide a spot where people can sit under cover to sit/sit and chat. There is insufficient space to situate a shelter at the bus stop.

11.6 Bus shelter

It was noted that the bus shelter in Badwell Ash needs to be refurbished. It was suggested that a PVC window is fitted also which would enable users to see the bus coming. It was agreed to ask Councillor Harvey to see if he can undertake this.

ACTION Parish Clerk.

12. Planning Applications

12.1 Report by Badwell Ash Planning Application Assessment Group

Application number	Property	Summary Assessment
DC/26/02592	Ravenseat, Cutcheys Field, Badwell Ash, Bury St Edmunds, Suffolk, IP31 3FY. Householder Application – erection of a garden pergola and shed which were both erected in 2022.	The applicant has submitted clear and concise documents for the two buildings in response to permitted condition 13 for DC/17/06268. Mid Suffolks Planning Dept Enforcement team have responded on the Portal there is no case to answer. There are no objections or any issues. There are no concerns highlighted in BAPC Planning Assessment. Recommendation: BAPC supports the application as it stands.

Councillor Russell explained that this is a retrospective planning application which the BAPAAAG recommend as there are no concerns. The PC voted unanimously to pass this application.

13. Village Hall Matters

13.1 Update from VHC representative

A copy of the VHC Vice Chair's report had been circulated prior to the meeting and will be filed with these minutes.

The VHC have been focusing on attracting more people to the Village Hall. There is now a new online booking system and other changes to make the Village Hall more attractive to users. Lots of bookings are being received with children's birthday parties proving to be popular. The VHC has put together a programme of events for the summer including

- Bio Blitz organized by Green ConneXions, hosted by SWT – 18th July 10am – 2pm
- Line Dancing on the 18th July 1pm
- Quiz Night – 24th July
- Other ideas for the future include a Kids Disco, Christmas Fair, wine Tasting evening and lots more..

13.2 Village Hall Plans for new extension

A copy of the plan for the proposed new Village Hall extension had been circulated prior to the meeting and will be filed with these minutes. A copy of the plan and further information will be provided at the Drop-Ins on the 11th and 13th of July.

Councillor Tomkins reported the planning application is now ready to be submitted. The plans include the wishes of parishioners, the VHC and is cost efficient for the community and the PC. The PC voted unanimously for the plan to be submitted. **ACTION Councillor Tomkins**
It was also agreed to only use the Planning Consultant the PC has been using for the MUGA if necessary. Update to be put in the edition of the Broadsheet. **ACTION Councillor Tomkins**

13.3 VHC/Church/PC meeting update

Councillors Morgan, Russell and Tomkins, had recently met with Vicar Catriona and VH Vice Chair Peter Dixon. The meeting was to discuss working together to plan and hold events in the Church. The VH are in agreement for the Church to use their car park and toilet facilities and the Church are looking to apply for District CIL grant. Councillor Morgan will chair the next meeting.

14. Communications and Social Media

14.1 Key communication messages from this meeting

The following key messages were agreed;

1. Update on the District Council Local Plan
2. Update on the Local Government Review
3. Update on the VH extension – following the Drop-In sessions and
4. An Update regarding the Tiller Close footpath, Mulberry Homes footpath and removal of Denbury Homes marketing boards.

Date of future meetings 2026

4 th August (if needed)	1 st September	6 th October	3 rd November
1 st December			

15. To approve and sign the minute of the previous meeting held in confidence.

Not applicatble.

16. Matters arising from the minute.

Not applicable.

Signed.....

Councillor Richard Morris (Chair)

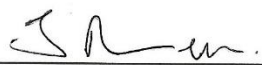
Appendix 1

BACS Payments for BAPC Authorisation - July 2026

Expenditure		
Riverdale Ecology	MUGA & Parking	£300.00
Lorraine Pace	Wages - June 2026	£97.50
Alison Martin Clerk	Expenses - Milk	£9.90
Mark Tomkins	Blacksmith Posts for new Shelter	£60.00
Alison Martin Clerk	June - Wages	£1,610.91
Tavid Dobson	Remaining Holiday Pay	£1,186.39
HMRC	Tax/NIC	£993.12
Gipping Press	490 x Broadsheet Newsletter June / July	£375.00
C & L Construction	Ground Works	£424.30
Stephen Rose	Street Cleaner June 26	£108.00
C & L Construction	Ground Works	2853.6
		£8,018.72

Income	
	£0.00

Neighbourhood Plan Finances	
Balance Carried Forward 2025/2026	-888.93

Sign 	Print Name <i>R A Morris</i>
Sign 	Print Name <i>S Russell</i>