BADWELL PARISH COUNCIL MEETING
MINUTE OF THE MEETING HELD ON THE 1st SEPTEMBER 2026, 7PM
IN THE VILLAGE HALL, BADWELL ASH

Present:

Cllrs Richard Morris (Chair), Steve Russell (Vice Chair), Clare Taylor (RFO), John Morgan, Bill Woodhall, Will Draper, Alison Martin (Parish Clerk), Lainey Pace, (Minute Secretary)

Also Present: County Councillor James Patchett, District Councillor Richard Winch, Peter Dixon and Richard Lock VHC reps and one member of the public.

1. Apologies: Councillors .Nick Harvey and Mark Tomkins.

Not Present Councillor Roy Woodfine

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. A resident of Badwell Ash reported that her vehicle had been hit whilst it was parked outside her home, and was written-off. The resident asked the Parish Council if there are alternative parking options available. VHC members Peter Dixon and Richard Lock agreed to look at the possibility of parking arrangements in the Village Hall car park. **ACTION Peter Dixon and Richard Lock.**

2. Declarations of Interest and Dispensations

2.1 To receive disclosures of personal and prejudicial interests on matters to be considered at the meeting
None.

2.2 To receive and agree requests for dispensations
None.

3. Minutes

3.1 To approve and sign the minute of the previous meeting 07 July 2026
The minutes of the previous meeting held on the 7th July were agreed and signed by Councillor Morris.

3.2 Matters arising from the minute not covered on the agenda
None.

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 outline of his report as follows.

4.1.1 Wild Fire at Dunwich Heath

A week after the Reform UK administration at the council made the decision to scrap its Climate Emergency Declaration, a wildfire broke out on Dunwich Heath. It took several days to get the fire under control and has caused an enormous amount of damage to rare heathland habitat in one of the most beautiful and much-loved parts of the county. Suffolk Fire and Rescue worked with firefighters from all over the country to get it under control.

The Suffolk Fire Brigade Union have written to the Prime Minister to explain that fire services need more investment in equipment in order to fight wildfires. Suffolk currently receives less than average funding from the government for its fire service, although it is one of the driest areas in the country and is therefore more likely to be hit by wildfires in our increasing hot, dry summers.

4.1.2 Changes to Councillor Policies

The new Reform UK administration in the Council has made some changes to councillor policies including pets in the workplace and changing the brand of soft drink available in the canteen. A total of £18k has been spent on remodelling the Leaders office at Endeavour House on the grounds that the room was not big enough.

4.1.3 Help to replace ageing heating systems

Suffolk public sector organisations (including all Suffolk councils) are partnering with Switch Together, a community group-buying scheme, to make it easier for Suffolk residents to replace ageing gas, oil or LPG boilers with heat pumps. Through the government's Boiler Upgrade Scheme, eligible homeowners in England can receive a grant of £7,500 toward an air source heat pump, or £9,000 for households currently heating with oil or LPG. The grant is applied for upfront by the installer, so residents do not need to claim it back or repay it. The scheme is open to homeowners and small business owners in England who are replacing a fossil fuel heating system and hold a valid Energy Performance Certificate with no outstanding major insulation recommendations. It is not means-tested, so there is no income threshold to qualify, and the scheme is currently scheduled to run until 31 December 2027.

4.1.4 Energy Efficiency Loans

Homeowners across Suffolk can now apply for a loan to help fund energy efficiency improvements in their homes, thanks to a partnership between Suffolk County Council and Lendology. The Warm Homes Suffolk Loan scheme offers eligible homeowners access to loans from £2k to £15k at a fixed interest rate of 2.2% Annual Percentage Rate (APR), with repayment terms of up to seven years. Borrowers may also repay their loan early without penalty, subject to eligibility and loan terms. The funding is designed to support residents who want to improve the energy performance of their homes while spreading the cost of installation over a manageable period. The loan can be used for a range of energy efficiency measures, including:

- Solar battery storage
- Solar thermal systems
- Ground source heat pumps
- Loft, wall and floor insulation

4.1.5 Public Consultation on Cuts to Healthy Child Service

Suffolk County Council's public consultation on proposed changes to its Healthy Child Service has been extended for an extra month. The proposed changes include cessation of the Young Person Pathway and Family Nurse Partnership, which provides specialist support to parents under the age of 21 after they have a baby. The proposals also include removal of the Community Staff Nurse role from Health Visiting teams, and the School Nursing service becoming term-time only. The consultation runs until 18 October, with a decision likely to be made at Cabinet in November.

It was agreed that details of the help to replace ageing heating systems, the energy efficiency loans and the proposed cuts to Healthy Child Service should be posted on the PC's Facebook page. **ACTION Parish Clerk.**

4.2 **District Councillor Richard Winch's report** A copy was circulated prior to the meeting and will be filed with these minutes. District Councillor Winch outlined the following items from his report.

4.2.1 **Pride In Place** – Applications for Mid Suffolk District Council's Pride in Your Place grant have reopened, offering funding to projects that bolster community pride and celebrate the heritage of towns and villages across the district.

4.2.2 **MSDC's Sustainable Communities Food Fund** - This fund is for food and drink businesses and projects. Mid Suffolk District Council's £50,000 will back community-based food and drink businesses and projects. It is for small food producers and makers, cultural venues, pubs and food banks. It can also help small-scale and start-up primary food producers such as fruit and vegetable growers, bakers and artisanal producers. A Food Summit will be held at the Food Museum in Stowmarket on the 19th October 2026.

4.2.3 **A14 Clean up** - More than 250 bags of litter, 2.3 tonnes, has been cleared over a 20 mile stretch of the A14 in Suffolk. This work is part of ongoing efforts in collaboration with National Highways. Authorities have expressed gratitude to volunteers who help keep their communities clean, but have urged people to only pick litter where it is safe, and not on fast roads.

4.2.4 **Sports facilities in Stowmarket** - A state-of-the-art 3G community football pitch and new athletics track have been completed in Stowmarket – opening up new sporting opportunities for the district's residents.

4.2.5 **Pylons** - Mid Suffolk District Council has restated their objection and again called for the plan to be halted. Although negotiations with National Grid have secured some improvements to planned construction practice and ecological management, in a joint closing statement, the council said there are too many questions still unanswered regarding the significant and devastating impacts of the scheme on the districts. The councils repeated their objection to the proposal and the call they made during public hearings earlier this year for a delay to the project so other options – such as an undersea route or underground cabling – can be fully considered and costed.

5. Review of outstanding actions from last meeting

5.1 Update of Action Tracker
The outstanding actions were updated.

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**

02.06.2026	1	Residents'concerns	Resident's parking on the Street obscure the views of drivers turning into the street from Richer Road.

Councillor Morgan to produce a diagram of the area in question and an article to be put in the Broadsheet. Possibility of alternative resident parking in the Village Hall car park to be considered by the VHC. **ACTION Councillor Morgan and VHC reps Peter Dixon and Richard Lock.**

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 that a footpath sign is required to indicate the direction of the public footpath walking from the direction of the anglers' path to the building site. Councillor Woodhall will email the Developers chasing this. **ACTION Councillor Woodhall.**

It was reported that the footpath sign on the Hundred Lane in Long Thurlow needs to be replaced. **ACTION Parish Clerk**

07.07.2026	6.1.4	Resident's reports	Plea for emergency housing. Clerk to find out what has happened and liaise with DC.

The Clerk had obtained agreement from the resident who agreed for their details to be passed on to District Councillor Winch who is awaiting an update.

07.07.2026	6.1.5	Resident's reports	Grass outside no 1 St M Crescent no longer being cut since house changed hands. PC to inform SCC to cut the grass there.

The Clerk reported that MSDC has agreed to cut this bit of land.

6. Parish Clerk's Report

6.1 Resident's Reports

6.1.1 A request had been received from a resident in Richer Road for a new type of kerb in order to protect the new picket fence they had erected. This is a matter for the local Council, not the Parish Council. The Clerk will notify the resident. **ACTION Parish Clerk.**

6.1.2 Concern has been raised regarding a number of sightings of dead toads. The number of toads crossing near the bridge on Hunston Road is very low since the Mulberry development. This stretch of road used to be patrolled by volunteer toad patrols and any toads rescued crossing the road were placed in the pond at Mill Cottage. Councillor Draper confirmed any toads found can still be placed in this pond. The resident has been directed to the Toad patrol group, Green ConneXions and Cllr Draper.

County Councillor Patchett reported that there is a hedgehog sanctuary in Wetherden if anyone finds an injured hedgehog.

6.1.3 The Clerk has contacted Flagship Housing regarding a fence which is leaning onto the track and low boundary markers which are rotten in Orchard Way.

6.1.4 Complaints had been received that cyclists were riding on the footpath in front of Tiller Close in Badwell Ash. The Clerk put a post on the PC FaceBook page and Website that this is a footpath, NOT a cycle path. An article will also be put in the Oct/Nov Broadsheet.

6.1.5 The Clerk had received a request to undertake research on a property in Hester Place from a potential buyer. The Clerk notified them of who to contact in this instance.

6.1.6 The Clerk had received request for the lighting on the Hawthorn development to be dimed. It was noted that as of yet this road has not been adopted by the local Council and was therefore a matter for the developer, Denbury Homes. **ACTION Parish Clerk**

6.2 BAPC Assertion 10 policy and procedures reviews and adoptions

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

6.2.1 **Data Risk Assessment (rev 2) for adoption** this was unanimously agreed and adopted.

6.2.2 **Appointment of Data Controller** The IOC has been informed that the Parish Clerk is now the new Data Controller.

6.2.3 **Training**

The Clerk has now undertaken training on GDPR and FOI. She will arrange for Councillors Morris and Taylor to undertake FOI training. P Dixon and R Lock were offered training, R. Lock said he had had GDPR training, P. Dixon declined. Councillor Morgan requested if there was an opportunity to undertake FOI training he would be interested. **ACTION Parish Clerk**

6.3 Group contact names in Broadsheet

A request had been made to include the contact details of the various clubs in the parish. It was agreed that these should be included in the Broadsheet. **ACTION Parish Clerk**

6.4 Clerk's Annual Leave – admin arrangements

Councillors Morgan and Russell will oversee the PC's emails whilst the Parish Clerk is on annual leave. A draft of the next Broadsheet needs to be prepared in readiness for printing on the Parish Clerk's return. Councillor Morris agreed to undertake this. **ACTION Councillors Morgan, Russell and Morris.**

7. Finance

7.1 Revised Budget

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 Counciillor Woodhall and the current balance is £245k. Councillor Morris signed off this month's BACS payments, which are attached to these minutes.

Councillor Taylor reported there has been a change to the cleaning budget which is included in the revised budget statement. From now on a revised budget will be produced following any changes and a copy of the budget will also be put on the PC website making the process more transparent. Brian Robertson (BAPCFSG) has been working on the year to date actual budget.

7.2 AGAR Update

Two queries were raised on the PC's external audit. These items had been documented by the PC's internal auditor and it was a case of these being answered differently than has been done previously. We are now waiting for the audit to be signed off.

7.3 MUGA Sports Infrastructure – Update

The Sports Infrastructure Grant forms together with quotes and extensive information regarding usage and community engagement has been returned to MSDC. A Quantity Surveyor has been engaged and has helped with obtaining quotes and completing price comparisons. Indications look favourable that the PC will receive a sizeable grant.
A lot of work has been put in to get the Grant forms completed and Councillor Taylor extended thanks to Councillors Harvey, Russell and Tomkins and Brian Robertson for all their work and involvement in this matter. Further updates to follow and details will be sent to the VHC once they are available as they will manage the MUGA.

7.4 Finance Update

The RFO has produced an information sheet to update the Parish / Community on the positions of the Parish Council fund, for better understanding, (See attached). This will be put on the PC's website. **ACTION Parish Clerk**

7.5 Accounts, Financial Package Update.

The RFO and Brian Robertson hope to review and have a package installed by February 2027.

7.6 Rangers Equipment – Grant Money Refund

The Invoice for the Highways Rangers Equipment has been paid, This needs to be reimbursed. **ACTION Parish Clerk.**

8. Traffic Management and Road Safety

8.1 Traffic calming measures – update

Councillor Russell reported plans for traffic calming measures have been drafted which includes

- a safe spot to undertake speed watch in the parish – trained volunteers required for this
- 20mph speed restriction areas and signs
- Relocation of the 30mph speed restriction sign in Richer Road

Councillors Russell and Morgan will be speaking to Suffolk Highways to try to progress the relocation of the Richer Road 30mph speed sign and the issue of third-party costs which had previously been agreed by Andy Mellen when he was County Councillor and has been re-affirmed by the new County Councillor James Patchett. Councillor Russell explained he will be asking for a Highways Officer to undertake a site visit and an update will be given at the next meeting. **ACTION Councillors Russell and Morgan.**

9. Pride in Your Place

9.1 2026/2027 (funding opportunities and support)

Pride in Your Place is a Government backed funding initiative that supports local communities to improve public and community spaces, with decision-making led by local residents and groups. Thanks were extended to Councillor Tomkins who has undertaken work on this to date. As he is now involved in the extension of the VH and the MUGA, he will step back from this area of work and a replacement person is required to take this on. Councillor Morris will speak to Councillor Woodfine on this. Pete Dixon suggested seeking a volunteer from the parish if the PC did not have capacity which was noted. **ACTION Councillor Morris.**

10. Village Assets – Update

10.1 Defibrillators (2) Monthly inspection – update

Councillor Morgan had undertaken the inspection of both defibrillators in the parish and reported they were both working well.

10.2 Monthly playground inspection report and discussion

Councillor Draper had undertaken the monthly PC playground inspection for September. He reported everything was working well. There is a lot of Laurel encroaching from the rear of Chestnut House onto the playground which needs to be cut back. **ACTION Parish Clerk to notify owners**.

The Clerk reported that the PC's monthly playground inspection report should include the inspection of mechanical devices which was unanimously agreed. **ACTION Parish Clerk to make amendment.**

10.3 SID warranty extension

It was noted that the warranty on the SID runs out soon and needs to be renewed. The Clerk was asked to send quotes from Elan City to the RFO/BAPC Finance Steering Group. **ACTION Parish Clerk and RFO/BAPC Finance Steering Group.**

10.4 Benches (rev) – Trugs and Grit Bins

The Clerk has produced an Asset Register for the PC which was circulated prior to the meeting. It includes benches, trugs and grit bins.

10.5 Highway Rangers PPE work gear and equipment

This item was discussed under item 7.6.

10.6 New dog bin – Le Grice Gardens

A resident has asked if a dog waste bin could be positioned in Le Grice Gardens. They have suggested the entrance to the chippings path at the edge of the angler's lake, opposite house No35. Following discussion, Councillor Morris agreed to take this matter forward. **ACTION Councillor Morris.**

10.7 New playground equipment for young children

Alternative playground equipment for young children needs to be purchased to replace the sand pit. The Clerk had looked at alternatives and circulated details for the PC to consider prior to the meeting. Following further discussion it was agreed that Councillors would look at the options and a shortlist of these would be circulated in the Broadsheet asking parishioners for their views and preference. **ACTION All Councillors and Parish Clerk**.

11. Housing

11.1 Affordable Housing – Hester Place

The Housing Needs Assessment as part of the Neighbourhood Plan has clearly shown that there is a major affordability issue of housing in our community. A new small housing development on the land west of The Street at the junction with the Broadway in Badwell Ash for 8 homes including 2 affordable homes [DC/21/05515] was revised to delete the affordable homes requirement. [DC/25/02925].

In order to understand what constitutes affordable housing, the Chair of the Badwell Ash Planning Application Assessment Group has written to Havebury Homes to obtain their views on this and PAAG has drafted a letter to the Director of Housing of MSDC to ascertain information on their role in the provision of affordable housing and to seek guidance as to how

the PC, as a rural community, can secure affordable housing on small/medium sized developments in our parish. The Chair signed the letter to the Director of Housing MSDC which will be posted.

12. Planning Applications

12.1 Reports by Badwell Ash Planning Application Assessment Group

Application Number	Property	Summary Assessment
DC/26/0338	Holly Cottage, Long Thurlow, Badwell Ash, Bury St Edmunds Suffolk IP31 3JB	The removal of two casement windows and single rear door installed in the late 20th century extension. Two 2.4m openings will be created sufficient to fit and install two aluminium 3-panel bi-folding doors. This is part of a larger change to the use of the current workshop and utility into a playroom/family room and to allow improved access to the rear garden. Recommendation, We see no grounds for objection but obviously we need to heed whatever the MSDC heritage teamsay especially given this is one of only very few listed buildings in Long Thurlow"
DC/26/03405	Land Adjacent To Moat House, Badwell Green, Badwell Ash, Bury St Edmunds Suffolk IP31 3JG	Summary: This is an interesting proposal as it is creating premises for a small business in the Parish. The building in question is quite well shielded from view from the lane it is off and the design proposals suggest that the conversion of the haybarn to clinic will be done quite sympathetically. However, there are a number of concerns raised by the proposed development in the context of the nascent BALT Neighbourhood Plan (see above Policy issues). In addition, the proposals as they stand do not provide sufficient information about: dealing with sewerage and waste water; mains water provision; heating system/ventilation etc; eco credentials; lighting; traffic issues and how to maintain safety (pedestrian and motor traffic) on such a narrow rural lane. The Recommendation to the Parish Council is that this application should be opposed until and unless the above mentioned issues are positively addressed.

The above planning applications were discussed. Planning application DC/26/0338 was unanimously agreed.

The PC unanimously agreed to object to planning application DC/26/03405**. ACTION Parish Clerk**

13. Village Hall Matters

13.1 Update from VHC representative

Richard Lock gave a brief update on the work of the VHC as follows;

1. The VHC have drawn up and adopted a Business Plan which is a working document which will be regularly reviewed.
2. InPost boxes have been installed which adds to the facilities available to the Parish.
3. The VHC have started looking at the management direction of the MUGA.
4. The reverberation times (RT or echo) in the small room of the VH have been assed as being twice the level they should be to make the space comfortable for use. Grant funding is being sought to provide physical sound (RT) reduction panels. This will make the room more marketable as a multi functional meeting and community space

13.2 Village Hall plans for new extension

Parish Hall/Village Hall Committee Liaison meetings are continuing and the VHC are looking forward to the next joint meeting as they want to be active and equal partners in both.

Pete Dixon explained that the VHC were also keen to continue to meet with the PC and PCC and enquired whether a date for another meeting had been arranged. He expressed concern that these meetings were supported entirely by one Councillor who was already committed to a lot of work on behalf of the Parish. Both meetings were important and Pete asked if the PC could consider making more help available.

13.3 Solar Streetlights by VH

The solar streetlights fitted along the fence at the entrance to the VH are no longer required and can be relocated elsewhere.

13.4 Arborial survey – quote

Oakfield Arboricultural Services had been contacted to undertake a Health and safety walkover tree survey and site visit at the back of the VH to assess trees in general health and safety grounds. Details of this and their quote were circulated prior to the meeting and will be filed with these minutes.

14. Communications and Social Media

14.1 Key communication messages from meeting

The following key messages were agreed;

1. Pride in Place grant – article to be put in the next Broadsheet asking for suggestions and ideas of items that can be purchased for the community from this grant,
2. Location of dog poo bin in Le Grice Gardens – post to be put on FaceBook
3. Details of the heating grants that are available for households to be posted on Facebook
4. Update on Social Care Reviews – details to be posted

Date of next meeting and future meetings

The next meeting will be held on 6th October, 7pm.

6th October 2026	**3rd November 2026**	**1st December 2026**

Dates of future meetings

5th January 2027	2nd February 2027	2nd March 2027	6th April 2027
4th May 2027	1st June 2027	6th July 2027	3rd August (if required)

7th September 2027	5th October 2027	2nd November 2027	7th December 2027

Signed.....
Vice Chair Councillor Stephen Russell On .....6th october 2026

BACS Payments for BAPC Authorisation - September 2026

Expenditure		
Gipping Press	Broadsheet Aug/Sept	£375.00
Pear Space	One Time Accessibility Report - Paid	£70.00
Suffolk Wildlife	Bio Blitz For Green Connexions Grant	£224.00
Zurich	Yearly Insurance - Paid	£666.63
Top Gardens	Playing Field / New Cemetery Yearly Contract	£1,440.00
Alison Martin Clerk	Aug - Wages	£888.98
HMRC	Tax/NIC - ***Pay after the 6th of the month***	£120.48
Stephen Rose	Street Cleaning	£108.00
		£3,893.09

Income			
25-Aug-26	David Martin Motor	Broadsheet Sponsor	£45.00
27-Aug-26	MK Autos	Broadsheet Sponsor	£45.00
			£90.00

Neighbourhood Plan Finances	
Balance Carried Forward 2025/2026	-£888.93

Sign		Print Name	
Sign		Print Name	S RUSSELL