

MINUTES OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 8<sup>th</sup> OCTOBER 2025, AT 7.30 PM AT NAYLAND VILLAGE HALL AND BY VIDEO CONFERENCING.

Present: Cllr L Erith (Chair), Cllrs G Battye, O Brown, and K Sheath attended in person. Cllr D Finnigan joined the Meeting following his co-option. D Hattrell (Clerk), County Cllr J Finch, District Cllr I Reece and 5 members of the public attended in person. L Brooks and 1 member of the public attended by Video link.

**Before Commencement of the Meeting**

a. **Public Forum:** A resident praised the new fence at the play park. He then reminded about the damage to the Old Burial Ground wall which was reported some time ago. District Cllr I Reece confirmed it is being dealt with. Attention then turned to a potential perimeter fence for the Allotments. He has found a good example at Capel St Mary. He had canvassed other allotment holders and there was general support. The Clerk read from the previous Minutes confirming the Parish Council (PC) voted to approve the principle and agreed the project leaders can proceed to consider the specification and accessibility requirements in consultation with all Allotment holders. Thereafter, the PC can consider any comments from Allotment holders and the specification proposed ahead of considering approval for the team to apply for grants. Members and residents then went onto stress the importance of holding an Allotment Meeting inviting all the Allotment Holders and the PC.

**b. District Council Report**

District Cllr Isabelle Reece attended, and her report issued in advance covered: The District Council (DC) Meeting which included the Local Government Re-organisation including the case for 3 Councils for Suffolk. Warm winter spaces grants are available again. The Norwich to Tilbury pylons is now in the examination period. If granted construction could begin in 2027. The report covered the Nature Recovery Strategy for National Landscapes and the Tour of Britain cycle event which came through Suffolk. Cllr Reece attended MacMillan Coffee Morning at Parkers Way and the working group dealing with parish and town submissions for governance and boundary changes. She confirmed the response to the sheltered housing consultation was mixed. She has been following up since last meeting. The requests for further maintenance to the green area at the Harpers Bus shelter are on-going. A sweep of the Heights has been arranged to follow the weedkilling. She is monitoring planning at Paddock Grove.

**c. County Council Report**

County Cllr J Finch attended, and his report issued in advance covered: The County Council (SCC) plan for 1 unitary council for Suffolk. Applications are open for school places. Events on firefighting careers are on-going and well received. Suffolk Business Board backs devolution as a catalyst for growth. Virtual fostering and adoption sessions continue. Locally, he reported progress in relation to Horkesley Road tree damage, Mill Street bridge repairs, reed cutting and village weed control. David Finnigan challenged him on other options for Local Government Re-organisation and Special Educational Needs and Disability Services.

**Parish Council Meeting**

- 1. Apologies:** were received and accepted from Cllrs Fuller and Harris. Mike Hunter had also sent his apologies and believed it unlikely the Conservation Society would be represented as it clashed with their Committee Meeting.
- 2. Co-option of Member and Resignation:** Cllr S Treharne had resigned from the Parish Council (PC), and this was sadly accepted. David Finnigan had applied to join the Council. His co-option was proposed by Cllr K Sheath, seconded by Cllr G Battye and duly carried. The Declaration of Acceptance of Office was signed and Cllr David Finnigan joined the Meeting as a Councillor.
- 3. Approval of Minutes of 10<sup>th</sup> September Meeting:** These were accepted as a true record.
- 4. Declaration of Interest by Councillors:** Nothing was declared.

**5. Highways:** The arrangements for weedkilling and then sweeping the Heights had been discussed under Councillor Reports ahead of the Meeting and dates were set in this respect. Cllr Finnigan reported on an unauthorised vehicle parked at Parkers Way which has been reported. He is following up.

**6. Finance Report:**

i) The Chair read from the bank balances as of 30<sup>th</sup> September 2025 as £1000 in the Current Account, £32,901.74 in the linked Account and £19,549.04 in the Capital Investment Account, £4,444.86 in the National Savings Account making a total of **£57,895.64**.

ii) List of pre-agreed payments for the September period paid on or by 1<sup>st</sup> October 2025: -

Funds Transfer	Employment Costs totalled	£1694.18	Salary, NI and Pension
Funds Transfer	Mortimer Contracts Ltd	£783.60	Litter, Grass, rec/burial & open sp.
Funds Transfer	Business Services at CAS	£552.78	PC Insurance
Funds Transfer	PKF Littlejohn LLP	£378.00	External Audit Fee
Funds Transfer	Glasdon UK Ltd	£321.71	Asset upgrade – larger dog bin
Funds Transfer	Suffolk.Cloud	£120.00	Website hosting
Funds Transfer	Nayland Village Hall	£20.00	Hall hire – September

Formal Approval of all the above payments was resolved.

iii) **External Audit Report** – The External Audit Report had been received with all matters approved. The conclusion and certificate can be accessed on the PC Website.

iv) **Half Year Budget Review** – The half year budget review had been circulated. All matters were on track and the areas of overspend were planned expenditure from reserves on the Village Hall Roof and Playpark fencing.

v) **Any other urgent Finance Matters** - It was agreed for the Clerk to issue a deadline for any further items to be added to the Grounds Maintenance Specifications and plan for the Finance Working Group Meeting on Budget – **Action Clerk**. Enquiries will be made as to whether Samantha Treharne could attend the working group as a non-councillor advisor. The Finance Working Group includes Cllrs Erith (Chair), Fuller and Finnigan. The Clerk/RFO advises the group.

**7. Planning:**

**1. Decisions from the Planning Authority: -**

a) The Planning Authority had No Objections to the following Conservation Area tree notifications: - at Stour House, 23 Court Street – **DC/25/03613**  
at 14 Court Street – **DC/25/03743**  
at 43 Bear Street – **DC/25/03745**  
at Lower Courtwood, 13a Court Street – **DC/25/03841**

b) Conditions were approved for eaves/verges and windows/doors at 5 High Street – **DC/25/03986**.

c) Non-material amendment was approved to change window type at the site adjacent to Paddock Grove – **DC/25/03313**.

**2.** Householder application for removal of extensions and addition of rear extension, replacement of roofing and solar panels and various other works at 14 Church Lane – **DC/25/03976**.

The PC had **No Objections** between meetings.

**3.** Listed Building Application for window/door, and external finishes at 72-78 Bear Street – **DC/25/04069**.

The PC had **No Objections** between meetings; however, a comment was made that we rely on the heritage team to check the colours and materials used for the windows/doors are sympathetic to the host property.

**4.** Applications for Agricultural Determination for building and driveway at Gladwins Farm, Harpers Hill – **DC/25/04217/18**.

There were **No Objections** between meetings.

- 5.** Tree application in Conservation Area at Bridge Ho, Horkesley Road – **DC/25/04242**.

The PC had **No Objections**.

- 6.** **Any other urgent Planning matters:** - We did contact planning stressing the sensitivity and importance to consult on any changes on the site adjacent to Paddock Grove. A new tree application is currently being considered between meetings. The Clerk explained the difference between Tree Conservation Area application and those covered by Tree Preservation Orders.

- 8.** **Street Lighting:** There was nothing to report. We have a link from our website to the SCC site for reporting issues to both PC and SCC Street lights.

- 9.** **Housing Needs Survey/Neighbourhood Planning: Consider the cost of a survey**

Cllr P Fuller had sent her apologies however between meetings she had spoken to previous Chair Mary George about the last survey completed in 2018. It was noted that all relevant paperwork is in the archive room, accessed via the Committee Room. The cost of printing was not met by the Parish previously, a separate quote may be needed for conducting the survey and printing for the PC to consider. Cllr O Brown agreed to obtain a quote for the survey – **Action Cllr Brown**. There was consensus that the survey was a good idea. It was agreed for the Clerk to check whether the PC CIL monies could be used towards a Housing Needs Survey – **Action Clerk \*yes they can**.

#### **LADY ANNE WINDSOR CHARITY-ALMS HOUSES -PLOUGH LANE LEAVENHEATH**

Graham Walker (TRUSTEE L.A.W CHARITY) had a meeting with Senior BDC planners on 23 September 2025 at Ipswich which he felt went well. Previously the DC had dismissed this site but are now showing an amber light towards any proposals in the future. It was stressed the importance of either a Neighbourhood Plan in place or an up-to-date Housing Needs survey so that BDC can see exactly what type of housing is wanted. This gives another reason for the importance of conducting an up-to-date Housing Needs Survey.

- 10.** **Recreation and Open Spaces:** Updates on Caley Green. Cllr Sheath confirmed we now have a new larger dog waste bin on Caley Green after he had liaised with the friends of Caley Green. A meeting relating to signs for Caley Green had taken place where the PC and friends of Caley Green were represented and as a result Cllr Sheath was able to provide our requirements to SCC. Cllr Sheath is chasing progress in respect of the revetment. It was agreed for the Clerk to ask our contractors to include an extra strim near the riverbank as the recent reed cutting has exposed more of the bank and it is need of a tidy – **Action Clerk**. The new play park fencing has been praised. Cllr Battye asked the finance working group to include budget for play park signage – **Action Finance Working Group**.
- 11.** **Village Hall:** Progress towards completion of the Village Hall Roof: Good progress is being made towards completion of the roof, and the scaffolding should start to come down soon. The work is on time and on budget currently. Cllr Battye thanked I Wright and the VH Committee for all their hard work in seeing this through. I Wright commented that it was the correct decision to keep the hall open during the works. The solar panels and batteries are now available to see.
- 12.** **Community Council:** The Chair, Cllr L Erith, agreed to attend the Community Council Meeting on 22<sup>nd</sup> October and Cllr Finnigan agreed to attend with her with a view to be a PC Representative on the Community Council going forward.
- 13.** **Allotments:** update from Allotment Working Group. It was noted we need further PC Members on the Allotments Working Group. It was agreed to ask Cllr D Harris if she was happy to rejoin. Cllr O Brown agreed to join Cllr Harris if that is the case. Once the Allotment Working Group is in place, it was agreed to arrange the Annual Allotment Meeting to be held at a more sociable location early next year – **Action All**. A full Agenda will be issued in advance and the full PC and all Allotment Holders invited.

14. **Burial Ground:** Our contractors have reported that the problem with glass on graves is returning. It was agreed to remove glass and replace with polite notices – **Action Cllr O Brown**. The importance of being sympathetic to grieving families was agreed and that the contractor should avoid maintaining any grave posing a health and safety risk to their operatives. The Clerk agreed to respond to our contractors explaining the action we were taking – **Action Clerk**.
15. **Footpaths:** There was nothing to report.
16. **Frequency of future PC Meetings** – Deferred from July and September Meetings. Remaining the same, formally dropping August and December or reducing to 6 each year – July, September, November, January, March and May were all considered. It was resolved to retain the current PC Meeting frequency and also aim to be more effective between meetings.
17. **Correspondence:** The correspondence report had been circulated ahead of the meeting. The items had been picked up under the various agenda items. The litter picking had been arranged, and Cllr Owen has followed up the Thermal Imaging camera offer which he is hoping to make use of for the Parish. Further details to follow. The Chair - Cllr Erith, and Cllr Sheath volunteered to paint non-toxic paint over the graffiti on Wiston bridge subject to agreement from the owner – **Action Clerk**. The PC would fund the materials – **Action Chair and Clerk**.  
It was agreed to include an agenda item for January PC to encourage more potential Parish Councillors to apply – **Action Clerk**.
18. **Next PC Meeting** - is scheduled for **12<sup>th</sup> November 2025**.

The meeting closed at **9.10 pm**.