

PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council Meeting
held at the **Methodist Church Room on Wednesday 18th March 2026 at 7.00 pm**

2026/26 Attendance and apologies

Attendees:

Cllr Barry Rowing (Chairman)
Cllr Stephen Long
Cllr Roger Benstead
Cllr John Bimson
Cllr John Bawtree

Apologies for absence:

Cllr Gary Greenwood
District Cllr Julia Ewart

Not present:

Cllr Oliver Charles

In attendance:

Carol Hume - Parish Clerk
0 members of the public

Apologies for absence were approved. Reasons for absence were noted by the clerk.

2026/27 Declarations of Interest

None

2026/28 Requests for Dispensation

None

2026/29 Resignations from the Parish Council

The clerk has received an email from Sam Seddon resigning from the Parish Council as he has moved out of the village. The Chairman read out an email he had received from Zoe Horlock giving her resignation from the Parish Council. The Chairman will cover her responsibilities until the APM in May. He will draft a note to go on the noticeboard asking people to consider joining the Parish Council and that training for new councillors is available.

2026/30 Public Forum

- a) The March report from SCC Cllr Burroughes has been circulated to councillors.
- b) No residents were present.

2026/31 Minutes

The minutes of the PPC meeting held on 20th February 2026 were approved and signed by the Chairman after the word 'not' was added to the final sentence at 2026/16 a).

2026/32 To receive progress reports for information

- a) Assembly Hall funding update. Mr Potter confirmed that the toilet refurbishments at the hall are now complete. He confirmed the amount to be paid by PPC is £4775 and this payment is included in the schedule to be approved later at Item 8 b).

2026/010

- b) Draft IT Policy update. One councillor has yet to change his email address. He will liaise with Cllr Long who will assist him next week. Cllr Long said there are several changes that need to be made to the draft IT Policy and he will update the policy so that it can be approved at the April PPC meeting.
- c) Defibrillator storage information. The clerk has received an email from The Circuit containing a link to some useful storage information which she will forward to Cllr Benstead.
- d) SCC Highways visit. The Chairman said that there had been a good public turnout at the last PPC meeting. Following comments from residents at this meeting he has written a list of items which need to be addressed and has circulated it to councillors for comments. Further comments and suggestions from councillors at this meeting will be considered by the Chairman and some of them will be added to the final list which will be emailed to Charles Harrison. The Chairman and one other councillor will then meet with Mr Harrison on a date to be agreed for a village walkaround.
- e) Hackney Road 'H' markings update. The Chairman will ask Charles Harrison for further information.
- f) Report on Resilience webinar 27/2/2026. The Chairman joined this but found the IT set-up had issues so he was unable to access slides. A resident was also offered a place at and joined the webinar. The Chairman offered to forward the slides to Councillors on request.
- g) Encroachment letter reminders. These are to be sent to the three residents who had the original letters. Cllr Bimson will speak to the residents of Hill Cottage if he sees them. If no action is taken by the residents, then PPC will inform SCC who have earlier suggested that they could cut the hedges/trees and charge the occupiers the cost involved.

2026/33 Finance and Governance

- a) The bank balances as at 28.2.2026 were confirmed by the RFO:
Current account £35,108.34 Savings account £37,551.80
- b) The payment schedule was approved for payment.
- c) The Suffolk Code of Conduct was approved for another year.
- d) The Cemetery Fees will be the same as they were last year. This was approved unanimously and the clerk was thanked for the comparison she provided.
- e) * This item was moved to the end of the agenda.
- f) The Internal Controls Statement was approved for another year.
- g) The GDPR Policy was approved for another year.
- h) The Chairman will review the contact list for APM reports and send to the clerk.
- i) The SALC Internal Audit Service Letter of Engagement was approved.

2026/34 Planning

No new applications have been received.

2026/35 Mabel's Walk Allotments/Public Open Space

- a) Draft Allotments Land Transfer to PPC – any update from Simon Burnip of Atkins Dellow. No update has been received from Mr. Burnip so the clerk will write to him and request further information.
- b) ESC Complaint, referral to the Ombudsman – update. The Chairman said he has had to reduce the complaint to 1000 characters and comply with restrictions to the number of attachments, but it has been accepted.

He commented that the final submission amounted to only 10% or so of the original and that this was not enough for the complicated issue that has gone on for 10 years. It is now in a queue and may take 20 – 22 weeks for a further response. Should it be necessary, the Chairman will write to the SZC Community Funding contact and seek an extension to the grant award deadline.

2026/36 Matters to be brought to the attention of the Council

- a) SZC Community Forum 19/3/2026. The Chairman is unable to attend this but any other councillor could go if they are able to.
- b) Students crossing the Gull. The Chairman had been alerted to this problem by Cllr Long who had witnessed students using the BT pipes across the Gull on the Causeway in an unsafe way. The grass by the pipe is privately owned and an email has been sent to the owner who gave permission for a small warning sign to be put up on the grass. The Chairman will put a warning on Facebook and BT will be contacted to make them aware of the situation and to ask them to make the pipe safe.
- c) 2026 Grass-cutting rate increase. Mr Kindred has requested that PPC increase his rate this year by £2/hour. This was unanimously accepted by councillors.
- d) Litterpick. It was agreed to hold one in the autumn.
- e) APM Speaker. The Chairman has asked the Police Community Officer, PC Yeldham unofficially at a recent meeting in Peasenhall to come and give a talk at the APM in May. The clerk will write to her with an official invitation.

2026/37 Correspondence

- a) Rural Coffee Caravan. This does not currently stop in Peasenhall.
- b) RNLI Water Safety Information Session. This is not relevant to Peasenhall.
- c) SCC Survey. The Chairman had asked for comments on this Suffolk Highways survey from other councillors and there were further comments from Cllr Long which the Chairman will add to the survey when he completes it.

2026/33 e) There are a number of amendments to the Risk Assessment as suggested by Cllr Long following review which the Chairman will add to it and send to the clerk to update and circulate before the next PPC meeting in April for approval.

2026/38 The next meeting will be on Wednesday 15th April at 7 pm in the Assembly Hall.

The meeting closed at 8.55 pm.

Carol Hume

Parish Clerk/RFO

Minutes signed as correct:

Date:

Payments requiring authorisation			18th March 2026				
Date	Supplier	Item	Gross	VAT	Net	Comment	Power
01/03/2026	Carol Hume	Salary - February 2026	£ 338.56		£ 338.56		LGA 1972 s112
16/03/2026	Carol Hume	Expenses	£ 24.00		£ 24.00	as per clerk's expenses detail sheet	n/a
05/03/2026	HMRC	Month 11 PAYE due 22/03/26	£ 24.40		£ 24.40		n/a
10/03/2026	SALC	6 months payroll provision	£ 54.00	£ 9.00	£ 45.00		
19/02/2026	Sibton Country Supplies Ltd	1 x Nordmann Xmas tree	£ 130.00	£ 21.67	£ 108.33		s137
03/03/2026	The Assembly Hall	Interim funding payment	£ 4,775.00		£ 4,775.00		
Total			£ 5,345.96	£ 30.67	£ 5,315.29		
	Authorised By			Date	18/03/2026		
		Chairman					
	All invoices and payments listed above have been examined, verified and certified by the RFO, Carol Hume						