

PEASENHALL PARISH COUNCIL

Minutes of the Peasehall Parish Council Annual Meeting
held at the **Assembly Hall on Wednesday 18th June 2025 at 7.00 pm**

2025/057 Attendance and apologies

Attendees:

Cllr Barry Rowing (Chairman)
Cllr Zoe Horlock
Cllr Roger Benstead
Cllr John Bawtree
Cllr Gary Greenwood
Cllr Sam Seddon
Cllr Stephen Long
Cllr Oliver Charles

Apologies for absence:

Cllr John Bimson
County Cllr Stephen Burroughes
District Cllr Julia Ewart

In attendance:

Carol Hume - Parish Clerk
1 member of the public

Apologies for absence were approved.

2025/058 Declarations of Interest and Requests for Dispensation

None received

2025/059 Public Forum

a) A resident said that a year has passed since the possible drafting of an Emergency Plan had been mentioned but still no final version is available. He has produced a version himself and left two copies for councillors to read through. The Chairman explained that a PPC document had been prepared and it would be discussed tonight in a later item.

b) Reports from County Cllr Burroughes and District Cllr Ewart had been received and circulated to councillors before the meeting. There were no comments on either report.

2025/060 Minutes

The minutes of the Parish Council Annual Meeting held on 21st May 2025 were approved as accurate and signed by the Chairman.

2025/061 To receive progress reports for information

a) Village Emergency Plan – final shorter version to be approved. As no shorter version had been presented for approval from Cllr Charles, Cllr Rowing has produced a version himself which has been circulated to councillors for comments. There are minor changes to be made to the draft but when this is done it can be approved at the July PPC meeting and posted on the website. Cllr Rowing suggested an Emergency Committee could be established privately. Cllr Charles and Cllr Long agreed to volunteer for the committee, it was suggested by the Chairman that other residents might volunteer to take part. The Chairman invited the committee to present the draft plan to PPC for comment.

2025/023

b) Cemetery grass-cutting frequency – The grass-cutting by the new contractor is working well but there is a lot of grass collection for him. It is 6 weeks since the last cut because of ‘No Mow May’ so in future it may be necessary to be flexible, possibly cutting after 4 weeks’ growth (except in May).

Cllr Rowing recommended a video by the ‘Caring for God’s Acre’ organisation which gives grass cutting advice and information on recommendations for different wildflower areas, it recommends that areas left for perennial wildflowers in particular should be cut before growth yellows. In July Cllr Rowing has a meeting with Cathy Smith of SWT to discuss the 2026 grass-cutting regime.

c) The Street improvements update – No update at the moment but Cllr Rowing will try to find time to prepare a sketch plan and progress this soon.

d) Footpath 17 – Russell Close, Peasenhall – This is owned by Hastoe Homes Housing Association. **The clerk will contact them regarding the fallen tree and the state of fences in the area.**

e) PPC website update – Allotment Sub-Committee – The clerk has added this to the PPC website home page header. It was agreed this is the right location for it to keep website navigation consistent. It was suggested that contact details for SCC Highways and ESC waste bins be added to the website along with a short explanation of the process for residents to use.

f) Security software – Following a recommendation from SALC it was agreed unanimously that the clerk should purchase ESET software for one year to install on the PPC laptop and other devices that are used by the two councillors who are able to authorise online banking transactions.

2025/062 Finance and Governance

- a) The current bank account balances were confirmed by the RFO:
Current Account balance £36,161.23, including £814.59 VAT refund
Savings Account balance £37,195.12
- b) The final annual accounts for 2024/2025 were signed by the Chairman
- c) The RFO said that the internal audit results had only just been received and would be circulated to councillors for comments before the next PPC meeting.
- d) The payments as listed on the agenda were approved for payment.

2025/062 Planning

DC/25/1969/LBC – Listed building consent – Replacement of 3no windows and 2no doors – Woodlands Farm, Bruisyard Road, Peasenhall IP17 2HB. There were no comments on this application.

DC/25/2270/TCA – 1no Ornamental pear – fell – The Church House, Church Street, Peasenhall IP17 2HL. There were no comments on this application.

2025/063 Village Issues

a) Hackney Road – response to flyers. The Chairman has spoken to residents affected by the issue of reduced visibility for motorists entering the village from the west. He felt the owner of the vehicle causing this issue is now aware of how residents feel and it was agreed that PPC had done enough and should now leave this for residents and motorists to contact Suffolk Police if they wish to pursue a complaint. PPC will place the police contact details on the website for residents to access. PPC will contact SCC and ask that ‘H’ markings be painted at the disabled/pedestrian crossovers on Hackney Road.

b) Ongoing traffic issues/Speedwatch – The SID needs a new lockable mounting bracket, possibly a new post and to be located in the correct position so that Cllr Long can download accurate data from it. **Cllr Horlock will purchase a new bracket.** One more volunteer is needed for Speedwatch training to make the total of six – Cllr Long said he will do it so Cllr Horlock will go ahead and organise this with the Community Speedwatch Team. **The clerk will contact PC Hassler to remind him to send his site recommendations to PPC.** A new image of SZC HGV's is needed to display on the noticeboard. The Chairman asked for any volunteers to take some photos of HGV's fitted with the blue SZC plaque. The date of the next SZC transport meeting is 6th August.

c) Road closure signage and notifications – Cllr Charles will contact SCC Highways and the relevant authorities on behalf of PPC to request that exact details and notifications of road closures are in future sent to PPC so that residents can be informed via Facebook or the PPC website.

2025/064 Mabels Walk

a) Correspondence with Ben Woolnough, ESC Head of Planning – The emails sent to Mr Woolnough from the Chairman and his replies had already been circulated to councillors prior to this meeting. The Chairman asked for comments and was thanked for all the work he has put in over this issue.

b) Legal advice – PPC has appointed Richard Smith of Limestone Law and have paid 50% of his initial fee of £750 for work already done. The remaining 50% will be paid on completion of his work. He will be writing to Ben Woolnough on behalf of PPC in relation to the matters arising under the Mabels Walk planning application concerning the planning mitigation expectation of a Public Open Space provision, with opportunity for installing a play area, connected to the planning approval and Section 106 agreement. The Chairman proposed “that the Parish Clerk and the Chairman are granted authority in due course to pay Richard Smith up to an additional £1k on behalf of PPC”. After some discussion about what the actual aim of PPC is and amounts of future expenditure, this proposal was seconded by Cllr Greenwood and carried unanimously. In time it will be necessary to appoint a solicitor and surveyor for the purchase of the allotment land by PPC.

On an unrelated matter, Cllr Greenwood said he has a meeting at the Peasenhall and Sibton Playing Fields and he will report to PPC on this at the next meeting.

2025/065 Matters to be brought to the attention of the Council

a) Ratification of PUC Trustees – This is to conform with transparency rules as Trustees must be appointed by PPC. The appointments of Carol Potter and Beth Benstead as Trustees were approved unanimously. The clerk has had an email from Jane Collins saying she has resigned as a PUC Trustee so there is now a vacancy but there were no suggestions put forward.

b) Water meter radio telegraph poles – Cllr Long said that 40 foot poles used to relay the signal for water smart meters have been installed in Gt Yarmouth but could also affect Laxfield. It was felt that this may be covered in conservation areas but there was no way to discover how this could happen.

2025/066 Correspondence (previously circulated to councillors)

a) “Let's Shape the Future of Suffolk Together” – **The clerk will place the poster for this survey in the noticeboard.**

b) SWT Wider Communities Events Programme – This has been read and the contents noted.

c) SZC notice of A12 Temporary Closure – This has been noted. At the next SZC transport meeting in August it is hoped that Cllrs Horlock and Seddon will attend. **The Chairman will draft an email question beforehand about “HIGHWAYS MAINTENANCE” marked vehicles passing through Peasenhall.**

