CHILTON PARISH COUNCIL

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Minutes of the Chilton Parish Council Meeting held on 15th June 2026

Present: Councillors (Cllr) Valerie Hart, Tony Foster, , Andy Symons, John Steele and Mark Frost
In attendance: Christine Hargan Clerk. District Councillors (DCllr) Paul Clover and Margaret Maybury and CCllr Philip Faircloth-Mutton were present for part of the meeting

26/601 **Apologies for absence**
Cllrs Alastair Lewin and Andrew Armitage

26/602 **Declarations of interest**
There were none

26/603 **Minutes** of the previous meeting
The Councillors resolved to accept the minutes as an accurate record of the meeting

26/604 **Public Participation session**
District Councillor Clover's Report
District Cllr Clover's full written report is attached in the appendix. DCllr Maybury additionally updated the meeting on the following matters:

- **Fire in Lavenham** A serious fire occurred in Lavenham affecting three tenanted properties. One house was completely destroyed, and the two neighbouring properties suffered significant smoke and water damage. Thankfully no residents were injured, although a pet sadly died. There was a large emergency response, including multiple police units, ambulances, and four fire tenders. The affected house was lost within an hour. The tenants are currently staying with relatives. The speed at which the fire spread was particularly concerning.
- **Recycling Update** Approximately 3,000 bins have still not been delivered, and some food waste bins are either missing or not being collected. The new system will take time to settle. Margaret attended a meeting today; a formal review is scheduled for 17 July.
  - Week 1 of collections is complete; Week 2 shows a 30% uptake in food waste.
  - Around 400 food waste bins still need to be collected. The Council is aware and is working toward a solution. Residents are asked not to re-report the same issue.
  - Food waste caddies put out for collection are very light and are blowing around in the roads.
  - Regarding compostable bags: any type of bag may be used, as all bags are removed during processing.
- **Corks Lane Development** Sixteen properties are now sold or under offer, and six already have residents living in them. Interest remains high.
- **Trades Team Strike Action** BDC's trades teams, who are members of Unite, will be striking for four days over weeks commencing 15 and 22nd June 2026.
- **Housing Inspection** BDC is undergoing a housing inspection covering management of housing stock and tenant engagement. Around 260–270 documents have been reviewed. Results are expected at the end of September. Private rented housing will need more frequent inspections. The service has improved over the past one to two years. Any tenants with repairs booked during the strike will have their appointments rearranged. Mark queried whether this relates only to local authority housing; Margaret will bring further information.
- **Congratulations** were offered to DCllr Maybury on her forthcoming ordination.
- **Local Government Reorganisation** DCllr Clover reported that three joint committees will operate alongside the implementation boards. Details will be available on the new website. Reform UK is pursuing a judicial review; when meeting with CCllr

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Faircloth Mutton, they expressed confidence that they will win. Regarding the pre-action protocol letter: correspondence will become public. The East Anglian Daily Times has stated that Reform will need to publish the letter as it sets out grounds for the challenge. It will not remain confidential. Reform is questioning the resident population figure, which was previously 500,000 but has been reduced to 300,000 in line with government requirements. The letters from each County should be identical, but each will need separate grounds to demonstrate that the correct steps have been followed. BDC Conservatives were not consulted.

A question was raised about where Ipswich would sit if two authorities were created.

- **Suffolk Community Awards** There is a cost-of-living heating oil campaign and a crisis and resilience fund available via the BDC website.
- **Suffolk Day** will take place on 21 June in Bury St Edmunds.
- **Pond Maintenance** Two separate groups of residents from Great Waldingfield are currently caring for areas of biodiversity and one resident was involved in the maintenance of The Horse Pond. It was queried whether; if the groups were asked, they may be willing to take the pond on. The pond is owned by SCC.

County Councillor Philip Faircloth-Mutton's Report

Full written report is attached in the appendix.

26/605 Planning Applications

a. DC/26/01841 **Chilton Woods Reserved Matters** Concerns were raised regarding the background to school planning and pupil numbers. A helpful meeting was attended with SCC. A formula was used at outline stage to calculate anticipated pupil numbers, and Chilton Woods was originally expected to generate around 360 pupils. Current projections suggest fewer children.

Questions were asked about the land allocation. The proposal seeks 2.3 hectares, which is the required size. S106 contributions have already been received: Taylor Wimpey has paid BDC and SCC has been paid by BDC. The Chilton Woods planning manager appeared unaware of the financial transfers. The total contribution is £5 million, with two instalments received to date and three currently outstanding.

Chilton Place has been factored into the calculations, bringing the projected pupil number to 385. Concerns were raised about the additional Cildara development proposed on top of the Taylor Wimpey site, which may necessitate a further school in the future.

There was disappointment with the school design, which is a standard Department for Education model. Most schools of this type accommodate either 210 or 420 pupils. The new school will operate as an academy, and all sports facilities will be contained within the school boundary.

Sport England is a consultee. The proposal is for a one-form-entry school with seven classes of 30 pupils each. Sport England is not objecting, acknowledging the need for the school. However, there is concern that funding for Phase 2 may not be available.

Decision: *Resolved to support the application.*

b. **DC/26/02211** The Stables Chilton Grove Waldingfield Road Chilton Suffolk Discharge of conditions biodiversity Environment said that a reduction in the luminosity of lights at the end of the buildings should be undertaken. No comment was necessary as the parish were not consulted.

c. Other Planning matters

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i. accuracy of Planning decision letters – Sable Place The Parish Council thought that scant notice was taken regarding comments about heritage assets. His excuse about "staff churn/turnover"

26/606 **Clerk's Report** The following were discussed:
See actions in Appendix

Correspondence see actions in the appendix.
Correspondence has been received from a member of the public regarding The Horse Pond and also re a burial plot

26/607 Finance

a. **To receive a financial report**
The RFO report was acknowledged and is attached in the appendix

26/608 Review any issues raised on **Footpaths** and other CPC owned **assets**
Concern was muted re the speed limit signs along Waldingfield Road, Cllr Symons to note condition of hedge row with a view to the vegetation around the signs being removed.

26/609 Review of **Burial Authority** matters

- A request was made by a member of the community who lives a few yards over the boundary with Sudbury for burial in the churchyard. Approval was given, clerk to notify agreement without costs. Clerk to research charges for burial and discuss with Councillors prior to invoicing the two recent applicants.
- Vacant burial plots, it was mooted that only three available plots remain. There is however, space available for additional plots Clerk to contact local surveyors to update the plan of the churchyard.
- Ask LM Groundcare to look again at the rear gate of the Churchyard to ensure that it closes. It was suggested that a self closing spring may help. Clerk has requested that the contractor assesses the gate, the hinges, the post and alignment and potentially a different type of closure and to report back with recommendations.

26/610 **Village Hall update**
The issue with funding is still outstanding. DCllr Clover is attempting to expedite a meeting with Legal and Planning departments to resolve the stale mate.

26/611 **Neighbourhood Plan (NP)**
The initial drop in event took place on Saturday 13th June and was considered a success, there was a healthy attendance of residents despite being held in Acton and has yielded 4 volunteers to help serve on the Neighbourhood plan working group with very helpful feedback from locals. Thanks were recorded to the Clerk for organising and attending the event and the Councillors for attending the event, installing promotional material and door to door delivery of the flyers.
Following the event, Clerk has typed up the notes on the slide templates and will contact each of the volunteers to thank them and ask for patience whilst next steps are agreed.
Cllr Symons volunteered to summarise the comments into a single document and Cllrs Foster, Frost and Symons to meet to discuss how to progress and then take appropriate action.
Invoice to the consultant agreed for payment but Clerk to moot concerns over attention to detail.

26/612 **Questions to the Chair**
There were none

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26/613 Items for future meetings

Ceremony for airfield memorial,

Time date and place of next meeting

7.30pm 20th July 2026 Gt Waldingfield Village Hall.

The meeting closed at 9.45pm

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Appendix
District Councillor's report
Fire 31-35 Spring Street

- We were very sorry to learn of the fire in Spring Street and relieved that no one was seriously hurt. We understand affected residents are safely accommodated with family and friends. Residents welfare is being monitored and where necessary ongoing support will be provided. Longer term Housing options are being explored including: temporary accommodation, return to property subject to works and permanent rehousing options. One property was unstable following the fire. Indicative repair times are 3-4 months for the most severely affected property. 2.5 months for the adjoining property. 2-3 weeks for the smoke affected property. These timelines are once works commence following agreement with the loss adjuster.
- Better Recycling
  Better recycling commences this week with black bin collection and separate food waste caddy which will be a weekly collection. The following week it will be paper and card in the green lidded bin and on the third week all plastics, tetra pak, glass, metal cans, aerosols and tin foil items. Tissue paper continues to be placed in General Waste. There have been some teething problems with non delivery of new bins or missed collections. With non delivery of bins, once reported these appear to have been quickly rectified. With missed collections, this appears to be due to the new crews who do not always know the areas as well as existing crews, particularly for those properties in remote locations. To report non delivery or missed collections please report to recycling@baberghmidsuffolk.gov.uk
  In event of non delivery, please place paper and card in blue bin and food waste in black bin.
- LGR latest
  An LGR Implementation Board has been set up for all Suffolk Councils to jointly lead the change through to vesting day on 1st April 2028. Three Joint Committees (one for each Unitary Authority) have been set up to work alongside the Implementation Board to aid transition. The joint committees will then hand over to the new unitary councillors elected in May 2027. A new website titled Future Suffolk has full details.
- Suffolk Community Awards
  Nominations are now open for any individual or group who has made a real difference to community life in 2026. To do so visit the Suffolk Community Awards website.
- Cost of living – heating oil campaign
  Low income households who use heating oil are being contacted to advise them of the support available to residents including the Crisis and Resilience Fund.
- Suffolk Day
  On Sunday 21st June this year's Suffolk Day celebrations will be held in Bury St Edmunds with a day of food, heritage and music events taking place at multiple sites across the City.

County Cllr Report, Philip Faircloth Mutton
New Administration Takes Shape

- The County Council met for the first time in May, at which Cllr Michael Hadwen (Felixstowe Clifflands) was elected leader of the County Council. Local Councillors Philip Faircloth-Mutton (Stour Valley) and Kerrie Turner (Cornard & Sudbury East) are now Deputy Leader of the County Council and Cabinet Member for Adult Care, and Vice Chairman respectively.

- The administration's objectives are rooted in transforming services and putting common sense and community delivery at the heart of all work and outcomes.

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- **Local Government Reorganisation Challenge**

- The Reform Suffolk County Council administration has formally challenged the Local Government Reorganisation Plans for Suffolk, and we are now awaiting the Government's response. If the Government rejects our challenge, we will move forward with a judicial review following legal advice highlighting procedural flaws in the process.

- I was grateful to receive the Chairman's comments and have referred them to our legal team for comment.

- **Refocusing the County Council's Environmental Agenda**

- The administration is initiating a full audit of all environmental and net zero projects across Suffolk to ensure every scheme delivers genuine value, measurable outcomes, and clear benefits for local communities. This review will examine project performance, spending, governance, and alignment with Suffolk's strategic priorities, with findings reported publicly once complete.

- This reflects our commitment to transparency, accountability, and evidence-based decision-making as we assess which initiatives should continue, be reformed, or be brought to an end.

- We have already earmarked £175,000 saving by intending on switching the County Council's electricity tariff in October.

- Local matters

- Our Environment Team are in touch with the Clerk and making progress regarding the horse pond at Chilton Grove.

- I was pleased to hear the promised meeting with our planning and education team went well in respect of the Primary School planning application.

Minute	Action	Who	complete
	Pay vendors,	Clerk	✓
24/411 24/709 December 24 January 25	Clerk to explore funding for purchase of land. Enquire about acquisition of the meadow in the most economical way possible. Spoke to Suffolk County Farms who confirmed that it may be possible. Communicated with Suffolk County Farms. To be discussed at CC meeting re land for memorial, Meadow to be discussed with STC as they expressed and interest in the land in the first place Clerk to contact SC Farms request to be included in discussion with STC re acquisition of meadow Write to Matthew, CC Nadia.Cenci@suffolk.gov.uk cc Philip elected member airfield memorial	Clerk Clerk Clerk	Ongoing ✓ ✓
25409	Enquire about a meeting with planning team to clarify how planning decisions and the number of conditions	Clerk	ONGOING

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	are made and to notify the PC awaiting response from Chair regarding meeting dates.		
25411	To produce first draft of a newsletter Thanks recorded to Parish Clerk for work on the newsletter image of proposed village hall as headline, Clerk to add information on NP and Village Hall following meetings, draft created, feedback awaited	Clerk	ongoing
25412	Report faded road markings and associated signage on B1115 White Horse roundabout to SCC Highways. The council will require the parish council to pay for replacing the lines.	Clerk	✓
25406	Contact CAS insurance re additional cover for financial risk to cover monies for Village Hall. Unfortunately they do not	Clerk	✓
25209	Liaise with ABCT to ensure that any necessary consents with the District Council are in place prior to placing the new memorial Liaise with Mrs Butcher re USAF presence at unveiling ceremony Notify Royal British Legion (via Assington Cllr David Wiles a Standard Bearer) re dates for unveiling ceremony once available. Identify whether work is needed to tree on site Erection of memorial delayed until Spring 2026	Clerk PC	✓
25511	Neighbourhood Plan, identify actions required and undertake	Clerk	✓
25513	Contact CCllr Faircloth-Mutton and request that he sends report before noon on the day of meeting	Clerk	✓
25704	Raise with Taylor Wimpey that they are advertising phase 4 consultation before notifying the parish council.. It was apparently an admin problem and a different parish had been communicated with. The website was corrected.	Clerk	✓
25705	Speak to McDonalds re litter picking. Contact attempted via telephone and email but no response to either. McDonalds already litter pick around the industrial estate and into Waldingfield Road in Sudbury and will extend the litter pick for 100 yards within Chilton village	Clerk	✓
25707	Liaise with insurance company re cover for volunteers. **Post meeting note.** If the volunteers are working for the Parish Council on PC land they will be covered under Employer's Liability, if they are working on public land they will be covered under public liability.	Clerk	
25805	SharePoint Add a folder for Churchyard and add plan and key. Add NP	Clerk	✓
25808	Deal with requests for donations at the January Meeting Request a meeting with Taylor Wimpey to discuss phase 4 of Chilton Woods. Chair to provide availability	Clerk	✓ ✓ ✓
25905	Consult with Town Legal and then draft a letter to respond to Mr Isbell to state that the Parish is not	Clerk	✓

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	prepared to bear costs for further varying a Deed to which they are not party. Awaiting draft		
25905	Draft a letter to the consultants to organise estimates for the Neighbourhood plan and forward to Cllrs for review	MM&PC	
25907	Extend the "no cold calling" zone to include Waldingfield Road to Chilton Corner	Clerk	✓
25910	Organise meeting between Taylor Wimpey and the Village Hall Committee	Chair	✓
251004	Forward quotations to Cllrs for churchyard when received. Awaiting feedback from Chair who felt that additional trees needed attention	Clerk	✓
251006	Request that District Councillors meet with Philip Isbell re funding mechanism for the village hall	Clerk	✓
251006	Seek legal advice re an alternative way forward other than DoV	Chair	✓
251010	Surveys revised proper practices and report back Consultation on proposed Council tax increases	Chair	
251014	Amend budget as per discussion Notify contractors of decision to work with them Check agreement with Sudbury Wardens for notice period	Clerk	✓
251206	Confirm dates for hall bookings in 2026 with GWVH committee Chair requested that May meeting date is changed to different day VH are unable to – fully booked weeknights	Clerk	✓
251207cd	Amend budget as per discussion Notify contractors of decision to work with them Check agreement with Sudbury Wardens for notice period. Contract to run until end of March	Clerk	✓ ✓
251209	Check with Sudbury Wardens that work to flatten rabbit warren has been scheduled – finally completed in late December	Clerk	✓
251210	Complete review of letter to Chief Planning Officer. Awaiting draft from chair.	all	
251211	Notify Plan-et of council decision to appoint and request an action plan. Awaiting, chased 12/1/26	Clerk	✓
251214	Confirm dates for hall booking with GWVH committee	Clerk	✓
26103	Minutes of December meeting to be amended	Clerk/Chair	
26106	Draft letter to BDC Planning, comments to Chair Chair to send letter to BDC Planning by email	All Chair	
26107	a) query payments received form with GWPC Clerk to amend to allow for additional and cancelled meetings b) query totals of costs for Q 2 & 3 with STC, there are some inconsistencies in the dates in each quarter c) Amend budget for 2026/27 Provide details for requested training course d) send Precept Demand to BDC	Clerk Clerk Chair Clerk	
26110	Retrieve documents from recent burial from Diocese vicar for parish files	Clerk	
	Churchyard rules amended and attached	Clerk	

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	Planning issue lane to Winthrop Hall. A local business is using the lane to store vehicles and tyres. It is both an eyesore and causing access issues for the residents. Cllr Lewin requested that it be placed on the agenda for the March meeting in order for action to be requested by Planning Enforcement	AL/Clerk	✓
26206	Clerk to contact Clerks at Sudbury and Long Melford re comments to various Chilton Woods planning applications to discuss their potential responses and to feed back to Cllrs.	clerk	✓
26207	Hedge at the rear of 2 Hall Farm Bungalows, enquire as to whether permission was sought to remove hedge	PC	
26208	Organise temporary Clerk to cover meeting on 16 March Despite best efforts unable to find temp clerk	Clerk	
26211	Publish revised Churchyard Rules	Clerk	✓
26212	Publish IT Policy	Clerk	✓
26212	Update and publish regulations Policies etc	Clerk	✓
26213	Organise "Kick Off" meeting with Plan-et and Cllrs Foster, Frost and Symons held on 3 March notes distributed	Clerk	✓
26214	Consider tasks for a formal programme for the new Contractor within the village, Clerk to check what the existing grass cutting contractor does and report back to enable a Schedule of work to be created contractor cuts churchyard and footpaths 6 times and sprays the drive to churchyard 3 times	All Clerk	✓
26214	Contact CCllr Faircloth-Mutton to establish whether it is possible to maintain hedges and the Horse Pond to allow access to Public Footpaths. Awaiting response	Clerk	✓
263	Find venue for the APA/Consultation meeting on 27 April. GWVH booked	Clerk	✓
263	Send additional photos to Plan-et and request to amend wording on the booklet also date and time	Clerk	✓
26312	Contact Taylor Wimpey re new noticeboard on the Chilton Woods site	Clerk	✓
26312	Contact DCllr Clover for advice re noticeboard on Chilton Place	Clerk	✓
26405	Request that TW liaise with PC re planning applications prior to submitting to the DC	Clerk	✓
26405 ii	Land to north of Church Field Road, Application form not uploaded to BDC website due to Data Protection issues. Contact the developer re a meeting. Upload the information re the development to the parish website.	Clerk	
26405 iii	Accuracy and timing of planning grant letters, organise a meeting with BDC planning to discuss planning matters including why the planning officer had claimed that no comments had been received by CPC when they were listed on the website some weeks prior to the decision being made. Query why on this occasion the works commenced in the days following the grant of application	PC/Clerk	✓✓
26406	Liaise regarding availability for a meeting re Village Hall funding	Chair/PC	

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26408	Clerk to query end of year pay with SALC as the deductions differ from the norm. End of year reconciliation on tax.	Clerk	✓
26410	Exclusive rights of burial agree in principle, query length of time involved with St Mary's church to enable clarification on churchyard rules18 years	Clerk	✓
26410	Condition of church building and grounds, Request costings from CCT re the removal of plants from the walls of the tower. Renovation of noticeboards, request Contractor to provide costs. These have not been provided. CCT contractor to repair	Clerk Clerk	✓
26411	Neighbourhood Plan, Chair agreed for advertising to be placed on her land adjacent to Waldingfield Road,		
26508	Notify Auditor of appointment for current year's audit	Clerk	
26513	Documents to PKF Littlejohn, and BDC, laminate Audit documents and provide to Cllr Foster for Noticeboards	Clerk	
26514/5	Clerk to ask LM Ground care to Maintain 3 noticeboards and replace legs on board at Chilton Grove, replace latch on gate at churchyard, trim hedging around the noticeboard and to trim the canopy where necessary along the Waldingfield Road, to allow pedestrians to walk safely	Clerk	✓
26514	Contact Taylor Wimpey regarding noticeboard on Chilton Woods development and also banners on hoarding	Clerk	✓
26515	NP liaise with all parties to agree artwork, organise printing of flyers, banners and posters for delivery to Cllr Foster	Clerk	✓
26515	Organise delivery of flyers and erection of posters and banners, deliver flyers	TF Cllrs	✓
26515	Gain information re maps from Auditor and BDC print copies of maps to A00	Clerk	✓
265	Organise refreshments and printing for the drop in event	Clerk	✓
26605	Sable Place planning application.	Chair	
26607	investigate investment accounts with Unity trust bank 6 month and to forward to Cllrs	Clerk	
26611	Thank volunteers for the NP working party	Clerk	✓
26611	NP Meeting to further comments from drop in	Clerk MF,TF, AS	
26611	Analyse comments from community	AS	
26608	Walk Waldingfield Road, to assess trimming back to 30mph signs and report as work flow for LM Groundcare. All reported to SCC and reports awaited	AS Clerk	✓ ✓
26609	Respond to applicants for burial plots	Clerk	✓
26609	Contact surveyors re churchyard plan and additional burial plots	Clerk	✓

Finance report

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Chilton Parish Council

Bank Reconciliation to Date

	2025 - 26		2026 - 27	
	Budget	**To year end**	**Budget**	**YTD**
Balance Brought Forward from year end accounts			0.00	193,978.49
Income				
Bank Interest	3,500.00	4,206.72	4,000.00	0.00
Churchyard	500.00	300.00	500.00	500.00
Grants	15,000.00	547.94	0.00	0.00
Wayleave	9.20	9.20	9.20	0.00
other / refunds	0.00	0.00	0.00	0.00
VAT Repayment	1,000.00	3,595.49	20,000.00	0.00
CIL	0.00	2,289.56	0.00	0.00
Precept	32,022.00	32,022.00	33,478.00	16,739.00
Village Hall	1,200,000.00	0.00	0.00	0.00
Total Income	**£52,031.20**	**42,970.91**	**57,987.20**	**£17,239.00**
Expenditure	ures exclude VAT where paid as it is reclaimed, and is shown as VAT p			
Clerks Salary	7,500.00	7,036.51	4,000.00	1,117.16
Website and Email address development	250.00	252.00	500.00	0.00
Admin Expenses	1,000.00	1,987.54	0.00	132.00
Councillor and Clerk Training	1,000.00	0.00	9.20	**33.00**
Insurance	500.00	556.22	0.00	0.00
Annual Subs	237.00	318.81	20,000.00	246.51
Audit	450.00	680.00	800.00	245.00
Donations	250.00	0.00	250.00	**0.00**
Chairman's Allowance	200.00	0.00	200.00	0.00
Dog & Litter Bins	900.00	995.00	1,000.00	0.00
Footpaths	600.00	970.00	1,100.00	0.00
Churchyard / Memorial	7,000.00	740.00	7,000.00	0.00
Airfield Memorial	2,000.00	0.00	200.00	0
Community Maintenance	3,500.00	1,977.96	2,500.00	644.37
Neighbourhood Plan	15,000.00	0.00	13,500.00	**484.50**
VAT Paid	2,000.00	3,887.55	20,000.00	**106.90**
Village Hall	1,300,000.00	7,453.14	107,156.00	0.00
Bank Charges	70.00	73.00	84.00	14.00
CIL	8,000.00	6,578.00	0.00	0.00
election costs	500.00	0.00	1,250.00	0.00
Total Expenditure	**£1,350,957.00**	**£33,505.73**	**£179,549.20**	**£3,023.44**
Totals Income + BF - Expenditure		**9,465.18**	**359,098.40**	**£208,194.05**
Unity Trust Current Account	**31-Mar-26**	**£378.30**	**05-Jun-26**	**£693.86**
Unity Trust Instant Access Deposit	**31-Mar-26**	**£86,390.98**	**05-Jun-26**	**£100,290.98**
Unity Trust VH Deposit Account	**31-Mar-26**	**£107,209.21**	**05-Jun-26**	**£107,209.21**
Total held in bank accounts		**£193,978.49**	**05-Jun-26**	**£208,194.05**

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£7 bank charges
£66 GWVH by standing order
£72, hire of Acton Village Hall

Payments to be made
£432.11 Clerk salary
£126.47 HMRC
£50.00 LM Groundcare – recharging SIDS
£554.60 Clerk expenses Posters, flyers and banners
£61.80 Clerk expenses Posters and Maps for event
£81.81 Clerk expenses, refreshments and stationery for event
£450.00 Plan-et Monthly invoice for work on the event 13 June
£569.85 renewal of insurance.

Income
£500 donation toward churchyard upkeep

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