CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email Clerk@chiltonpcsuffolk.org.uk

Minutes of the Chilton Parish Council Meeting held on 17th August 2026

Present: Councillors (Cllr) Valerie Hart, Tony Foster, Andy Symons, John Steele, Alastair Lewin and Mark Frost
In attendance: Christine Hargan (Clerk) and two members of the community.

26/801 **Apologies for absence**
(DCllr) Paul Clover
Absent CCllr Philip Faircloth-Mutton, DCllr Rev'd Margaret Maybury Cllr Andrew Armitage,

26/802 **Declarations of interest**
There were none

26/803 **Minutes** of the previous meeting
The Councillors the minutes were accepted as an accurate record of the meeting

26/804 **Public Participation session**
District Councillor Clover's Report
Is attached in the appendix

County Councillor Philip Faircloth-Mutton's Report
No report has been received.

26/805 Planning Applications

a. DC/26/02968 Land On The North Side Of Church Field Road Chilton Industrial Estate Chilton Suffolk

Application for Outline Planning Permission (Access points to be considered, Landscaping, Appearance, Layout and Scale Reserved) Town and Country Planning Act 1990 (as amended) - Erection of up to 210 homes (C3), public open space, pedestrian and cycle links, play area, drainage, landscaping, and all other associated works. Outline Planning application a lot on that

Resolved to object on the grounds :

- It is contrary to BDC planning policies CNO6, CN14 and CS15, SP03
- Is contrary to National Planning Policy Framework
- It does not accord with the settlement boundary and is not noted in any current development due to heritage impact
- Harm to the significance of Heritage Assets
- It will cause significant problems with traffic infrastructure/flow and is an accumulative problem for the parish of Chilton and town of Sudbury
- Ecology in the area and Great Crested Newts are within 500m of the site

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DC/26/03090 Rosemere 19 St Marys Close Chilton Sudbury Suffolk CO10 0PN
Demolition and replacement of existing conservatory with single story rear extension
Resolved no objection but suggest conditions to resolve concerns about noise and vibration and out of hours working, particularly late into the evenings and on Sundays

DC/26/00236 Chilton Woods Phase 4 Part Discharge of Conditions 38 (Landscaping) and 43 (Open Space).

It is difficult to see where the changes have been made. Clerk to write to Taylor Wimpey and ask what the changes are.

The submitted documents do not make it clear what changes have been made to the landscaping and open-space proposals. The Clerk should write to Taylor Wimpey requesting a clear explanation of the amendments and a schedule showing the differences between the previous and current plans. Regarding the discharge of conditions for Phase 4.

Given the issue with Travellers TW phase 4 Is the security of open areas guaranteed? the existing open areas continue to be vulnerable. On previous occasions there have been a ditch, and wide spaced posts are in place. As open areas on the site do not belong to the parish it is difficult to manage.

b. Other Planning matters

Winthrop Close planning Enforcement

The District Council should have visited the site on 6 or 7 August but an appointment has not yet been agreed. There are currently about 20 vehicles around half of which have been off the road for a minimum of 6 months a question was raised at what point does a garage becomes a scrapyard? Residents are concerned about leaking liquids, and batteries. Dash cam footage has been produced following previous intervention by the District Council vehicles are no longer obstructing the Drive. A further update to be provided next month.

Chilton Woods There is a current issue involving Travellers on the Phase 1 open space bordering Phase 2, which has been compromised on four separate occasions. The open space proposed for Phase 4 must therefore be protected from the outset the Parish Council seeks assurance that the security of the proposed open areas will be guaranteed.

Existing open spaces on the development remain vulnerable to unauthorised access. Previous measures, such as a ditch and widely spaced posts, have not prevented incursions. As these areas are not owned by the parish, they are difficult to manage effectively.

Clerk to inform Taylor Wimpey that the Parish Council expects the eviction court order to be raised and also requires clarity on long-term site security measures, covering historic arrangements (2012), current responsibilities (2025), and future commitments (2026). Councillors have direct knowledge of

previous incidents. Fly-tipping is a criminal offence, and although a fire pit is present on the site, following a Police visit it has not been lit since Saturday 15th August.

The Council requests confirmation of the process for certifying land as fit for use, including inspection requirements and sign-off responsibilities. Taylor Wimpey previously removed the concrete blocks used for protection, and clarification is needed on what measures will replace them.

Concerns remain regarding the management company arrangements (Trinity Estates / Barton Parks Management Ltd). Barton Parks' director, Richard Timothy Wilson of Kent, The Council seeks confirmation from BDC on whether the management company has been formally approved.
The registered address is:
Countryside House, The Drive, Brentwood, Essex, CM13 3AT.
A copy of the letter should be sent to the Directors of Trinity Estates.

26/806 **Clerk's Report** The following were discussed:
RAF Sudbury, Correspondence had been received prior to the meeting. Clerk to respond confirming the wish to receive a memorial and to request suggestions to wording, The airfield was the home to the USAF 486 Bomber Group.

Chair to contact DCllr Hurren to collect noticeboard for refurbishment and subsequent fitting by Anderson Developers to Chilton Place development

26/807 Finance

a. **To receive a financial report**
The RFO report was acknowledged and is attached in the appendix
Resolved to accept the report and to undertake the payments listed in the appendix

26/808 Review any issues raised on **Footpaths** and other CPC owned **assets**
A letter had been received regarding surfacing footpaths and Chair queried whether it may be connected to the Planning Application DC/26/02968 which was discussed earlier in the meeting she agreed to send email once verified.

26/809 Review of **Burial Authority** matters
Memorial for Christine Chaplin Chair to speak to the applicant regarding the colour of the stone, which whilst it is in accordance with the churchyard rules it will be set in a bank of very light coloured memorial stones.

Clerk to explore acquisition of additional land from SCC and also costs for purchase of option a and b in the diagram in the appendix whilst County Farms are already aware of the Parish Council's desire to acquire land requests remain unanswered Clerk to speak with CCllr Faircloth-Mutton in an effort to move the acquisition forward.

Question If the church were to become active, again, would the land belong to the parish council. The Churchyard is the property of the Parish Council but if additional land were to be purchased it would need to be consecrated to allow burials to take place there. Clerk to ask Cllr Rev'd Maybury how one would consecrate additional land for burials.

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26/810 **Village Hall update**

- Funding Issue Remains Unresolved
- Clerk to organise a meeting with DCllrs Clover, Maybury, Parker and Hurren DCs in an attempt to move the issue forward.

26/811 **Neighbourhood Plan (NP)**

Clerk to ask why both Plan-et consultants need to be at the meeting last Tuesday of each month. It was muted that Facebook could be used to promote public engagement and that a volunteer would be required to maintain an account, ideally someone young. Clerk to forward email from Assington PC from an individual offering voluntary work in return for experience in the local government sector. Cllr Symons forwarded a link to an old Chilton Facebook page which was managed by a previous councillor.

26/812 **Questions to the Chair**

Woodland Protection Order on area of trees adjacent to Chilton Place, apparently there is a desire to develop a retirement village there and previous developments in the area have seen removal of trees. Clerk to also refer to DCs quickly.

Clerk to gain further information on the Horse Pond further to communications earlier in the year no update has recently been provided.

26/813 Items for future meetings

Ceremony for airfield memorial,

Time date and place of next meeting

To be confirmed September 2026 7.30pm

The meeting closed at 10.00pm

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PAUL CLOVER/MARGARET MAYBURY DISTRICT COUNCILLOR'S REPORT FOR PARISH CHILTON OUNCIL MEETING 17TH AUGUST 2026.

Traveller Encampment Aubrey Drive, Chilton

On Friday evening 7th August, a traveller community broke into the above site. There were at least 11 caravans and even more trucks and vans. The police, Taylor Wimpey and Babergh Council were all made quickly aware. As many will recall, the same site was similarly occupied last year. Once the travellers had vacated I advised Taylor Wimpey the potential breach points in the boundary security. Unfortunately, only one breach point was made secure and therefore residents are faced with the same problem. The travellers also drove through a cycle/pedestrian path and steps are already underway by Anderson to install a bollard here. Taylor Wimpey have sent a letter to residents in the immediate vicinity advising them of actions available to them. However this should not detract from the fact that they have failed, in my view, to live up to their responsibility to make the site secure. For this reason I shall be pushing for an on site meeting with them once the travellers have moved on to review site security.

DC/26/02968 Outline Planning Application for Land to north of Church Field Road, Chilton

As this is an outline planning application, it is not possible to form a considered opinion of this application. Many questions around design, ecology, environment, location, heritage etc, remain unanswered. For these reasons, I have registered my objections to this application with the Planning Dept.

Meadow Land Fire Risk

Further to the continuing hot weather, the decision has been taken to bring forward the cutting of open spaces by four weeks, starting 27th July. Not all areas are managed as wildflower meadows and it will take time to complete the works. In many areas the grass has already dried out and is not supporting much wildlife. Priority will be given to open spaces close to houses and fences.

Free 3D insight into the works of John Constable

To celebrate the 250th anniversary of John Constable's birth, residents are invited to experience his famous artworks through 3D headsets. The exhibition is free to attend and is being held at the Constable Memorial Hall in East Bergholt between 10am to 3pm from the 17th August to 23rd August.

Reporting Empty Properties

The Govt. is looking to reduce empty homes by sustainably converting them to increase the housing supply. This new initiative is called 'Houses4Homes'. By working with Landlords and Owners the aim is to offer more choice to market and reduce the number of long-term empty homes. Empty properties can be reported via the Babergh website, emailing: enquiries@houses4homes.org or calling 0300 1234000. It should also be noted that due to the Govt's recent changes to the regulations surrounding housing rentals that rental agencies are forecasting more empty properties as Landlord's will not be able to re-rent properties for one year in the event of an eviction notice. I have identified this circumstance to our local MP's office.

Funding Summit

The next council run funding summits to help voluntary, community, faith and social enterprise (VCFSE) organisations access the funding they need will take place at Lavenham Village Hall on Monday 5th October. The summit will include workshops and talks. Further information including how to reserve spaces will follow in due course.

State Pension Age change

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Between 6 April 2026 and 6 March 2028, the State Pension age will gradually increase from 66 to 67 – affecting those born on or after 6 April 1960. Everyone can use the free State Pension age calculator on the GOV.UK website.
You can also use the 'check your State Pension forecast' tool to see what you will receive and also increase the payment by filling in any gaps in your record.

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 are made and to notify the PC awaiting response from Chair regarding meeting dates.	Clerk	ONGOING
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
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	
	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	✓

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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	
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	✓

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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. Price of printing to A00 was ridiculous so they and posters for the event have been organised locally A0 for maps and A2 for the posters	Clerk	✓
26515	Organise refreshments and printing for the drop in event, stationery and refreshments have been ordered.	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	✓
26805	Write to Taylor Wimpey regarding Travellers and security of open areas they are responsible for and also process for clarifying that the land once vacant is certified as fit for public use	Clerk	✓
26805	Write to Taylor Wimpey regarding Phase 4 planning consent asking them to clarify the amendments made on the submitted plans for landscape and open areas	Clerk	✓
26806	Write to provider re airfield memorial to suggest wording for the memorial	Clerk	✓
26806	Contact owner of Barn Workshop regarding refurb of noticeboard for installation at Chilton Place	Chair	✓
26808	Resurfacing footpaths confirm the intent of the correspondence	Clerk	
26809	Contact applicant regarding stone colour as whilst in the churchyard rules a darker stone may look out of place in a run of very light colour stones	Chair	
26809	Contact CCllr Faircloth-Mutton and SCC County Farms re acquisition of land in original map adjacent to	Clerk	

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	the church and possibility of gaining a larger chunk of land.		
26809	If successful in acquiring land contact DCllr Rev'd Maybury regarding consecration of the land	Clerk	
26810	Contact DDllr Hurren re breaking deadlock Organise meeting between 4 DCllrs	Chair Clerk	
26814	Contact SCC re an update on the Horse Pond	Clerk	

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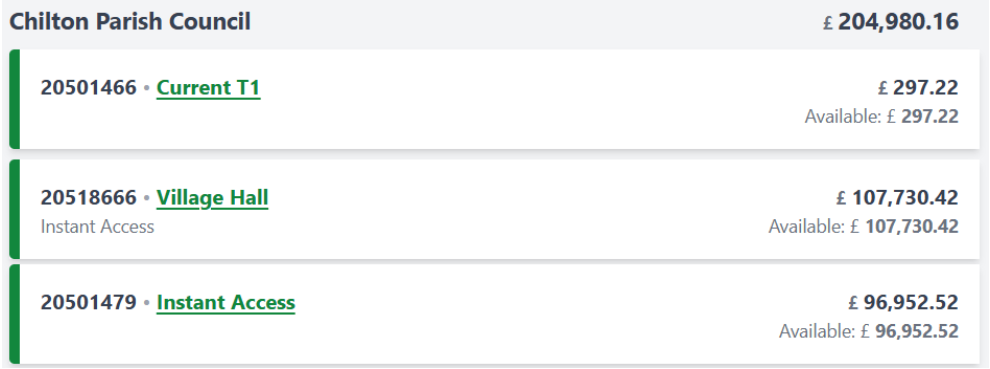
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7 Finance Report July 2026

Chilton Parish Council

Bank Reconciliation to Date

	2025 - 26		2026 - 27	
	Budget	**To year end**	**Budget**	**YTD**
Balance Brought Forward from year end accounts				193,978.49
Income				
Bank Interest	3,500.00	4,206.72	4,000.00	982.75
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	9.20
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**	**£18,230.95**
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	2,628.49
Website and Email address development	250.00	252.00	500.00	228.00
Admin Expenses	1,000.00	1,987.54	0.00	264.00
Councillor and Clerk Training	1,000.00	0.00	9.20	33.00
Insurance	500.00	556.22	0.00	548.53
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	540.00
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	744.37
Neighbourhood Plan	15,000.00	0.00	13,500.00	1,570.88
VAT Paid	2,000.00	3,887.55	20,000.00	152.50
Village Hall	1,300,000.00	7,453.14	107,156.00	0.00
Bank Charges	70.00	73.00	84.00	28.00
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**	**£7,229.28**
Totals Income + BF - Expenditure		**9,465.18**	**359,098.40**	**£204,980.16**
Unity Trust Current Account	**31-Mar-26**	**£378.30**	**11-Aug-26**	**£297.22**
Unity Trust Instant Access Deposit	**31-Mar-26**	**£86,390.98**	**11-Aug-26**	**£96,952.52**
Unity Trust VH Deposit Account	**31-Mar-26**	**£107,209.21**	**11-Jul-26**	**£107,730.42**
Total held in bank accounts		**£193,978.49**	**05-Jun-26**	**£204,980.16**



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b. Authorise payments already made

£7 bank charges
£66 GWVH by standing order

Payments to be made

£693.89 Clerk Salary which includes 21 hours overtime on the Neighbourhood plan during June
£240.94 HMRC
£50.00 LM Groundcare recharging SIDS
£66.28 Clerk expenses, Toner cartridge
£129.60 Clerk expenses Microsoft Office subscriptions
£720.00 Alpha Surveys – survey of the churchyard

Income

There was none

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