# CHILTON PARISH COUNCIL

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**Minutes of the Chilton Parish Council Meeting held on 16 February 2026**

**Present:** Councillors (Cllr) Tony Foster (Vice Chair), John Steele Andrew Armitage, Alastair Lewin, Mark Frost and Andy Symons
**In attendance:**, Christine Hargan Clerk, and DCllr Paul Clover,

**26/201 Co-option of an additional Councillor**
It was Proposed by Cllr Foster that Mark Frost be appointed as a Councillor and seconded by Cllr Armitage, resolved unanimously. Cllr Frost signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

26/202 **Apologies for absence**
DCllr Margaret Maybury and CCllr Philip Faircloth-Mutton. Cllr Valerie Hart, was unable to attend in person but has phoned in to the meeting attending virtually and whilst able to contribute to debate she was unable to vote on any resolution.

26/203 **Declarations of interest**
There were none

26/204 **Minutes** of the previous meeting
Councillors resolved to defer approval of the minutes of the previous meeting.

**26/205 Public Participation** and **District and County Councillor Reports**

**Babergh District Council the full report is attached in the appendix DCllrs Maybury and Clover updated the meeting on:**

- **District elections will take place in May**, but only for a shortened two-year term, after which the new unitary authority elections will be held.
- **Government funding has been updated:** core spending will be frozen for the next four years. Councils that raise their Precept by the full 3% may apply for additional funding.
- **Rollout of new and additional recycling bins is expected to begin in February.** Households will be able to choose from a range of bin sizes. As collections will move to a three-weekly cycle, residents will need to estimate their likely recycling capacity.
- **Glass collections will be introduced**, using a separate bin. Tetrapaks will be accepted in the main recycling bin. Full guidance is available on the council website.
- **Norwich–Tilbury work continues.** Timetabling and other points are being reviewed. Suffolk's Net Zero programme continues to focus on reducing energy use and costs, including measures related to flood management.
- **Potholes and Chilton Airfield:** a fence has now been installed. SCC is willing to install a gate to prevent people having to walk around the barrier.
- **Drainage systems on new housing developments:** questions remain about their performance. The sluice gate is designed to release water at a controlled rate, but further monitoring may be needed.

**Report from CCllr Faircloth-Mutton** is attached in the appendix

**26/206 Planning Applications**

**DC/26/00235** Chilton Woods Phase 4
Ground profiles, road surfaces must be submitted profiles of land This application was unclear

**DC/26/00236** Chilton Woods Phase 4 Landscape and open spaces,
**The proposals** are particularly important for the area surrounding the village hall. However, the conditions attached to the outline consent relate only to Phase 4 in isolation. They do not explain how this phase will integrate with the wider development, nor do they address accessibility, connectivity, or how the open spaces relate to the approved parameter plans and masterplan — including the community woodland to the north.

At present, the landscaping appears to be treated largely as decorative planting. There is no meaningful explanation of play provision, street design, or walking and cycling routes. We should be asking how Phase 4 fits into the overall scheme and whether the proposed open spaces genuinely align with the strategic layout of the development.

It also appears that Cildara have acquired additional land, yet the plans show tree planting pushed to the outer edges rather than forming part of the street character. The result resembles a standard housing estate with limited habitat value. While the documents demonstrate technical compliance, they do not show credible ecological enhancement or measurable biodiversity net gain. Place Services have already raised concerns about the landscaping and materials, noting that they differ from earlier phases and lack continuity. This alone is grounds for objection if not addressed.
There are further issues with the usability of the open spaces:

- No assurance that they will be accessible year-round
- Limited detail on drainage, shading, and seating
- Play areas for 259 homes include only five items for ages 1–12 (or 5–12), with the proposed equipment being timber that will deteriorate quickly
- A further play area contains only three uninspiring items
- No explanation of how the public footpath will connect Phases 3 and 4
- Cycling routes remain unclear and poorly justified

Overall, the submission is not good enough. It does not demonstrate integration with the wider development, nor does it provide evidence of climate resilience, long-term management, or funding arrangements. Features such as wildflower meadows require ongoing maintenance, yet no management strategy is provided. The proposals are not restorative and do not demonstrate compliance with the masterplan.
We should consider whether to notify Melford and Sudbury, as there are several planning points that may be relevant to them.

**DC/26/00237** Chilton Woods Phase 4 SUDS
The proposals appear to function adequately and include some attractive landscape features, with public space intended to serve the whole site. However, a more significant issue is that the SUDS features are being placed *within* areas designated as open space. The applicant is effectively arguing that the SUDS themselves should be counted as usable open space, rather

than providing dedicated, accessible areas and avoiding the tendency to push meaningful open space to the site's edges.

The occupants of no 2 Hall Farm Bungalow during their refurbishment have cut the hedgerow, which now looks unsightly, Cllr Lewin asked whether there is anything the parish council should, or could do? DCllr Clover agreed to investigate and report back whether planning permission was granted to remove the hedge

**26/207 Village Hall**

The Parish Council considers that any workable solution must be set out in a formal written proposal. Although Cllr Clover's outline was useful, several points still need clarification, particularly because the District Council must follow a lengthy statutory process before any initial payment can be made, and it may be several months before a formal meeting with Cllrs Clover and Maybury can take place. The key issue is whether BDC is willing to commit to the obligation in writing so the Parish Council can assess it properly.

If BDC can guarantee payments in line with the agreed process, the Council needs assurance that these payments will continue, subject only to the usual safeguard to ensure that funds are not used improperly. There are concerns about how the arrangement would work in practice—for example, if CPC needed additional funds due to rising material costs, BDC might not agree. Payments would rely on trust, cashflow forecasts, and quarterly estimates, so CPC needs written confirmation that BDC will follow this process.

A Deed of Variation remains important because of BDC's role as trustee, and there is no legal barrier to CPC being included. As Cllr Symons noted, BDC must already have a model of how responsibilities would operate, and the Council would like this set out in writing.

Cllr Hart emphasised that the PC is not seeking a legal guarantee, only a written obligation confirming that payments will be made as agreed, provided that funds are not misused. At present, CPC feels it is being treated with unnecessary mistrust. DCllr Clover has agreed to raise this with Philip Isbell. As the District Council will soon to cease to exist, a smooth transition requires clear documentation. A formal written agreement, Cllr Hart suggested that potentially using a Service Level Agreement format between BDC and CPC would provide the clarity and the certainty needed to progress with the construction of the Village Hall.

The Parish Council remain perplexed as to how a previously acknowleged approach to the finance of the village hall has been over-ruled with the involvement of a new manager and question whether the Chief Executive, or the Scrutiny Committee could be invited to a meeting to mediate to establish whether the views of Mr Isbell and the District Council are in alignment.

26/208 **Clerk's report**

Clerk reported that she will be unable to attend the March meeting she asked whether the Councillors would prefer her to cancel meeting or organise temp cover. It was resolved to acquire temporary cover for the meeting.

**Actions** are noted in the appendix

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**26/209 Finance**

**A** The Financial Report was accepted

**B Payments to be made**

The other payments were approved as noted in the appendix

**26/210 Footpaths** and other CPC owned assets

There was nothing to report

26/211 **Burial Authority Matters**

Following the recent funeral, copies of the missing documents have been retrieved from the local undertaker, files updated and statutory disposal return has been made to the coroner.

The revised Churchyard regulations were approved.

**26/212 IT policy** The Parish Council resolved to adopt the new Policy

**Annual Review of Policies** Resolved that no amendment was necessary to the Financial Regulations
Code of Conduct
Standing Orders
Asset Register
Health and Safety Policy, Internal Controls and Auditor review, Risk Management Policy, Safeguarding Policy, Equality Policy, Document Retention Policy, Subject Access Request Policy, Training and Development Policy, Privacy Notice, Complaints Procedure, Grievance Procedure, Disciplinary Procedure and Rules, Protocol for reporting of meetings

**26/213 Neighbourhood Plan (NP)**

Clerk to request dates from Plan-et and to organise a meeting with Cllrs, Foster, Frost and Symons prior to the next parish council meeting.

**26/214 Questions to the Chair**

It was previously agreed to appoint a new contractor for odd jobs around the village. A work list is still to be approved, suggestions included: clearing the footpath and canopy along Waldingfield Road of weeds and vegetation to re-establish the correct and usable width, maintaining the speed devices, surveillance of fencing around the churchyard, preparation of and refinishing the noticeboards occasional cleaning of street furniture and signs. Further issues were reported regarding access through hedges surrounding the airfield and finally the horse pond is overgrown and Cllrs are concerned that it may impede its use by wildlife. It was pointed out that the hedges and pond are the responsibility of SCC. Clerk to investigate whether it is possible for the grounds to be maintained. Maintaining the existing airfield memorial and action necessary to allow installation of the additional memorial. Clerk to contact Airfields of Britain Conservation Trust regarding the additional memorial as it will impact any required action to the existing garden.

**Items for future meetings**

Entry Lane to Winthrop Hall and liaison with Building Control, Neighbourhood Plan, Ceremony for new Airfield memorial.

**Time date and place for the next meeting**

7.30pm Monday 16th March 2026 Gt Waldingfield Village Hall The date for the May meeting cannot be changed at the village hall as they are booked during the other weekday evenings.

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Meeting closed at 9.30 pm

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**Appendix**

**District Councillor report,**
PAUL CLOVER/MARGARET MAYBURY DISTRICT COUNCILLOR'S REPORT FOR CHILTON PARISH COUNCIL MEETING 16TH FEBRUARY 2026.

New Government Funding Allocation
The Govt. has redivided the funding allocations that Councils receive from central Govt. In general Councils in urban areas will receive more and rural Councils receive less. Furthermore, the provisional settlement core spending power will be frozen for the next four years. However there will be transitional protection against loss of income through a range of funding floor levels. In 29/30 this will have moved to a new funding level of £13.943m down from the present £14.355m – a 2.87% decrease. Due to the way the calculations are made Babergh have done comparatively poorly here. With the new calculations on Business rates Babergh have forecast a £9m loss over the life of the Medium term Financial Plan. Letters of appeal has been sent on both the last two points. On Council Tax, the Govt is assuming all Councils will apply the maximum amount at 3% or £5, whichever is the greater.

Local Elections
As you are probably aware some County Councils have cancelled local elections in order to free up more capacity to manage LGR reform. However Reform UK have instigated Judicial review proceedings to challenge this decision. If successful, elections may still go ahead. If the elections don't go ahead the next ones will be for Shadow District Councillors in May 2027.

Better Recycling update
Residents should soon start receiving 'pre-information literature' Followed by delivery of the new bins prior to the scheme launching in June. The information will also be available on social media platforms such as Facebook, Instagram and Tik Tok. Also with a view to efficient recycling, residents can apply for paperless billing on Council Tax and Business rates.

Norwich- Tilbury update
The date and agenda for the meeting to discuss procedural matters and time table for other hearings has now been published. Anyone can attend in person at Ipswich Town Football Club or via Teams. Contact Bab ergh Officer, Bron Curtis for further details.

Careeriosity – Inspiring the next Generation
A new initiative has been launched to help inspire aspiring youngsters, 12 to 25 on various career paths during February half term. One of the events is 'Build a Museum' at Gainsborough House, Sudbury on Thursday 19th February. Full details of all events will be found on the MENTA website.

Feel Good Suffolk's Five Dinners
This is a free service to help residents plan healthy meals, make the most of ingredients in their cupboards and save money on their food shop. To sign up simply visit the Feel Good Suffolk website.

Suffolk Net Zero support for Babergh businesses
Free expert advice on net zero support to help save energy and cut costs is available from Groundworks East. They will also provide guidance on grants and funding.

**Philip Faircloth-Mutton report**
Following the legal challenge by Reform UK, HM Government has now confirmed elections for the County Council will take place in May, and there will be no postponement for capacity reasons, as requested by the Conservative Administration at Suffolk County Council.

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Arrangements for the election will be announced in March and April in respect of polling stations and other matters of election management.

**County Council Tax to Rise by 4.99%**

On Thursday, Full Council voted to raise the County Council's share of council tax by This decision raises the tax for a Band D property by £82.26 per annum, bringing the annual payment to £1,731.69 from £1,649.43 with a 2.99% increase in the base and 2.00% in the Adult Social Care Precept. This is the maximum permitted under law without a referendum. This was supported by the Conservatives and all Lib Dems, Greens and Independents. Reform UK voted against and Labour abstained.

Reform UK proposed an alternative budget of a 4.00%, with a 2.00% increase in the base and 2.00% in the Adult Social Care Precept. This would have pumped £4.66 million back into the Suffolk high street, residents' savings accounts, helped residents to pay down debt or make contributions to our voluntary sector. Efficiency savings, confirmed by the Monitoring Officer and Responsible Finance Officer as legal, would have been made by reducing non-frontline personnel and reducing long levels of sick leave, where possible. This was unsuccessful with all other parties voting against.

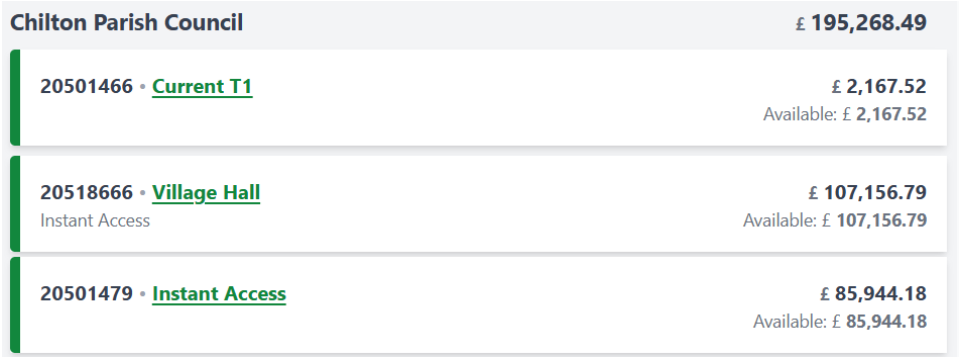
If you have any matters arising, please do not hesitate to get in touch. I look forward to seeing you in March.

**Finance report**

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| Bank Reconciliation to Date | | | | |
|---|---|---|---|---|
| | 2024-25 | | 2025-26 | |
| | Budget | To year end | Budget | YTD |
| **Balance Brought Forward from year end accounts** | | 52014-09 | 0.00 | 184,513.31 |
| **Income** | | | | |
| Bank Interest | 1,360.00 | 3,041.47 | 3,500.00 | 3,207.50 |
| Churchyard | 500.00 | 489.00 | 500.00 | 300.00 |
| Grants | 0.00 | 590.00 | 15,000.00 | 547.94 |
| Wayleave | 9.20 | 0.00 | 9.20 | 9.20 |
| other / refunds | 0.00 | 547.04 | 0.00 | 0.00 |
| VAT Repayment | 500.00 | 2,035.33 | 1,000.00 | 2,742.93 |
| CIL | 0.00 | 0.00 | 0.00 | 2,289.56 |
| Precept | 27,098.00 | 27,098.00 | 32,022.00 | 32,022.00 |
| Village Hall | tbc | 123,815.00 | 1,200,000.00 | 0.00 |
| **Total Income** | **£29,467.20** | **157,615.84** | **1,252,031.20** | **£41,119.13** |
| | | | | |
| **Expenditure** | ures exclude VAT where paid as it is reclaimed, and is shown as VAT p | | | |
| Clerks Salary | 6,500.00 | 6,202.49 | 7,500.00 | **5,919.35** |
| Website and Email address development | 228.00 | 228.00 | 250.00 | **252.00** |
| Admin Expenses | 2,000.00 | 956.88 | 1,000.00 | **1,605.34** |
| Councillor and Clerk Training | 1,000.00 | 0.00 | 1,000.00 | **0.00** |
| Insurance | 350.00 | 396.00 | 500.00 | **556.22** |
| Annual Subs | 450.00 | 257.64 | 237.00 | **318.81** |
| Audit | 450.00 | 430.00 | 450.00 | **680.00** |
| Donations | 250.00 | 0.00 | 250.00 | **0.00** |
| Chairman's Allowance | 200.00 | 0.00 | 200.00 | 0.00 |
| Dog & Litter Bins | 875.00 | 345.00 | 900.00 | **995.00** |
| Footpaths | 750.00 | 600.00 | 600.00 | **970.00** |
| Churchyard / Memorial | 2,000.00 | 472.84 | 7,000.00 | **740.00** |
| Airfield Memorial | | | 2,000.00 | 0 |
| Community Warden | 3,000.00 | 2,588.33 | 3,500.00 | **620.10** |
| Neighbourhood Plan | 0.00 | 0.00 | 15,000.00 | **0.00** |
| VAT Paid | 500.00 | 2,686.73 | 2,000.00 | **3,615.99** |
| Village Hall | 0.00 | 9,882.50 | 1,300,000.00 | **7,453.14** |
| Bank Charges | | 70.21 | 70.00 | **60.00** |
| CIL | | | 8,000.00 | **6,578.00** |
| election costs | 500.00 | | 500.00 | **0.00** |
| **Total Expenditure** | **£19,053.00** | **£25,116.62** | **£1,350,957.00** | **£30,363.95** |
| **Totals Income + BF - Expenditure** | | **132,499.22** | **2,701,914.00** | **£195,268.49** |
| **Unity Trust Current Account** | **31-Mar-24** | **£1,219.84** | **12-Jan-26** | **£2,167.52** |
| **Unity Trust Instant Access Deposit** | **31-Mar-24** | **£69,547.63** | **12-Jan-26** | **£85,944.18** |
| **Unity Trust VH Deposit Account** | **31-Mar-24** | **£113,746.14** | **12-Jan-26** | **£107,156.79** |
| **Total held in bank accounts** | | **£184,513.61** | **12-Jan-26** | **£195,268.49** |




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**b. Authorise payments already made**

£6 bank charges

**Payments to be made**

£401.71 Clerk salary
£156.87 HMRC
£66.00 GW Village Hall
£972.66 Sudbury Town Council Warden Service to end September clerk to ask for more information
£656.76 Sudbury Town Council Warden Service to end December

**Income**

**£300 interment fee from recent burial**

| Minute | Action | Who | complete |
|---|---|---|---|
| | Pay vendors, | Clerk | ✓ |
| 23/209 | Agree rewritten Churchyard Rules to clarify choice of design and stone | Clerk | ongoing |
| 23/512<br><br>24/204 | Clerk to implement Councillor Vacancy procedure following the Parish Council meeting in June.<br>Contact two potential Councillors | Clerk<br><br>Chair | ✓ |
| 23/611 | Provide photographs and dialogue for website | All | Ongoing |
| 231116 | Village newsletter to inform re the progress of village hall and councillor vacancy awaiting consultation on the Village Hall | Clerk | ongoing |
| 24/411<br>24/709<br><br><br>December 24<br><br><br><br>January 25 | Clerk to explore funding for purchase of land.<br>Enquire about acquisition of the meadow in the most economical way possible. Spoke to Suffolk County Farms who confirmed that it may be possible.<br>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<br>Clerk to contact SC Farms request to be included in discussion with STC re acquisition of meadow<br>Write to Matthew, CC Nadia.Cenci@suffolk.gov.uk cc Philip elected member airfield memorial | Clerk<br><br>Clerk<br><br><br><br><br><br>Clerk | Ongoing<br><br>✓<br><br><br><br><br><br>✓ |
| 24/7010 | Draft response to the S106 “grant” letter,<br>Send approved letter to BDC and defer meeting until Wayleave/viability of undergrounding cables has been organised by TW. S106 monies received.TW are unable to apply for undergrounding of the cables until full grant of planning application for phase 3 is in place, they have advised that it is their intention to underground the cables if permitted by National Grid | Chair<br>Clerk | ✓ |
| 25315 | Land acquisition Ask CCllr Faircloth-Mutton for help<br>Clerk spoke again to County Farms who has given verbal permission to site the memorial in Waldingfield Road, and also provided contact details for Town Clerk says he is drowning under work. | Clerk and DCllr | ✓<br>Written permission gained consents under way |
| | Create advertorial for new Councillors which could be published in the Sudbury Free Press | Clerk | ✓ |

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| | Clerk to turn this into a newsletter and include reports from the APA and the offer of a copy of Chilton the first 3000 years.<br>Advertorial created awaiting approval. | | |
| 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<br>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.<br>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<br>Liaise with Mrs Butcher re USAF presence at unveiling ceremony<br>Notify Royal British Legion (via Assington Cllr David Wiles a Standard Bearer) re dates for unveiling ceremony once available.<br>Identify whether work is needed to tree on site<br>Erection of memorial delayed until Spring 2026 | Clerk<br><br>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.<br><br>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.<br>**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 | Clerk | ✓ |

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| | Request a meeting with Taylor Wimpey to discuss phase 4 of Chilton Woods.<br>Chair to provide availability | | ✓<br>✓ |
| 25808 | Review Budgetary costs and correct the budget figure for VAT | Clerk | ✓ |
| 25809 | Contact memorial mason and confirm agreement to revive child's memorial<br>Contact Eastern Counties Pest Control re managing the rabbit warren and notify the councillors of the result<br>Organise a tree surgeon to review and manage the lower branches of a tree shielding the rabbit warren, awaiting feedback from Chair who queried additional trees needing attention | Clerk<br><br>Chair | ✓<br>✓<br>✓ |
| 25905 | Consult with Town Legal and then draft a letter to respond to Mr Isbell to state that the Parish is not prepared to bear costs for further varying a Deed to which they are not party.<br>Awaiting draft | Clerk | ✓ |
| 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 | ✓ |
| 25912 | Forward draft IT Policy to Standards Committee for discussion and review | Clerk | ✓ |
| 25914 | Investigate whether Aldi will still be moving into the old Homebase building. Suffolk County Council unaware of any withdrawal of planning application | Clerk/Chair | ✓ |
| 251004 | Forward quotations to Cllrs for churchyard when received. Awaiting feedback from Chair who felt that additional trees needed attention | Clerk | ✓ |
| 251005 | Contact Sudbury Wardens and instruct them to fill rabbit burrow in the churchyard and monitor regularly to prevent trips and falls | Clerk | ✓ |
| 251006 | Approach Acton's contractor re odd jobs in the village | 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 | ✓ |
| 251009 | Email Community Justice to let them know we won't be using their services | Clerk | ✓ |
| 251009 | Amend bookings for Village hall to include 1 December and cancel existing nov and Dec meetings | Clerk | ✓ |
| 251010 | Locality fund there is £800 available consider any community projects that will benefit and notify DCllr Maybury prior to 24 January | | |
| 251010 | Surveys revised proper practices and report back<br>Consultation on proposed Council tax increases | Chair | |
| 251014 | Amend budget as per discussion<br>Notify contractors of decision to work with them<br>Check agreement with Sudbury Wardens for notice period | Clerk | ✓ |

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| 251012 | Check with Sudbury Wardens that work to flatten rabbit warren has been scheduled, work has been undertaken | Clerk | ✓ |
| 251017 | Complete review of letter to Chief Planning Officer | Clerk | ✓ |
| 251206 | Confirm dates for hall bookings in 2026 with GWVH committee<br>Chair requested that May meeting date is changed to different day VH are unable to – fully booked weeknights | Clerk | ✓ |
| 251207c<br>d | Amend budget as per discussion<br>Notify contractors of decision to work with them<br>Check agreement with Sudbury Wardens for notice period. Contract to run until end of March | Clerk | ✓<br><br>✓ |
| 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<br>Chair to send letter to BDC Planning by email | All<br><br>Chair | |
| 26107 | a) query payments received form with GWPC Clerk to amend to allow for additional and cancelled meetings<br>b) query totals of costs for Q 2 & 3 with STC, there are some inconsistencies in the dates in each quarter.<br>c) Amend budget for 2026/27<br>Provide details for requested training course<br>d) send Precept Demand to BDC | Clerk<br><br>Clerk<br><br>Chair<br><br>Clerk | ✓<br><br>✓<br><br>✓<br><br>✓ |
| 26110 | Retrieve documents from recent burial from Diocese vicar for parish files | Clerk | ✓ |
| | Churchyard rules amended and attached | Clerk | ✓ |
| 26206 | 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 | DCllr Clover to mediate between CPC and BDC re Village Hall in an effort to gain a written agreement re funding. | PC | |
| 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 | ✓ |

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| 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 | All<br><br>Clerk | <br><br>✓ |
| 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 | ✓ |

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