CHILTON PARISH COUNCIL

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

Associated Papers for Chilton Parish Council Meeting on 19th October 2026

Agenda item

1 Apologies for Absence

2 Declarations of interest
If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation you will need to write to the clerk ahead of the meeting stating your reasons on why you should be given a dispensation, or to raise the item now.

3 Minutes of the previous meeting
If any amendments are requested please notify Clerk **in advance** of the meeting

4 Public Participation session – information for the Councillor reports can be found on the following links
Council news - Suffolk County Council News » Babergh Mid Suffolk
Devolution in full here
Public participation

5 **Planning**

a. **DC/26/04183 Construction of new vehicular access**
1 Northern Road, Chilton Industrial Estate
b. **DC/26/04284 Perrywood Garden Centre Newton Road Sudbury CO10 0PZ**
A variation for the removal or variation of Conditions 2 (Approved plans and documents) and 21 (Phasing of the development) of DC/23/05872 to enable interim scheme changes.
c. The Parish Council has not been consulted, however there are
Two discharges of conditions both for Chilton Woods:
DC/26/04359 Part discharge of Conditions 18 (Waste Disposal Strategy), 22 (Electric Vehicle Charging) and 41 (External Lighting) for phase 4 only.
d. **DC/26/04261 Discharge of Conditions Application for DC/25/05426 - Conditions 4 (A Public Rights of Way (PROW) Demolition and Construction Management Strategy) and 5 (Prow Surface Licence)**
e. Other Planning matters
- Winthrop Close Parking of stored vehicles adjacent to the car repair

Update on Planning applications from previous meeting.

Application Reference	Address	Description	Babergh DC Comments
DC/26/02968	Land to the north of Church Field	Outline Planning permission for 210 houses	Awaiting decision
DC/26/03090	Rosemere St Mary's Close	Replacement of existing conservatory and extension	Granted
DC/26/03605	Chilton Woods	Non Material Amend, reposition play area not consulted	Granted
DC/26/03450	Chilton Woods	Variation of S106 re Housing Association -not consulted	Awaiting decision
DC/26/04092	Bryson House	Erection of garden room	Awaiting decision
DC/26/03834	Chilton Woods	Dischargeof conditions surface water	Granted

6 Clerk's report

Correspondence

BDC monthly update report from Babergh District Council
Various bulletins and updates including:

- Nationally Significant Infrastructure Projects (NSIPs)
- SALC various including:
- Vacancy bulletins
- Bulletins
- CCT Spring Bulletin
- Update - devolution and LGR
- Suffolk Connected Police news board
- NALC devolution case studies resource

General

- Norwich To Tilbury update
- Councilwise, is an alternative to SALC and based in Gt Dunmow, they offer advice, and training via Zoom, at their offices or bespoke courses on request, the staff and trainers worked for the disbanded Essex ALC.
- No update regarding suitability of dog/litter bins by BDC – when chased they say it's because of staff holidays
- No update either re meeting with BDC to remove stalemate regarding Village Hall funding. Ditto re cost of meadow or The Horse Pond

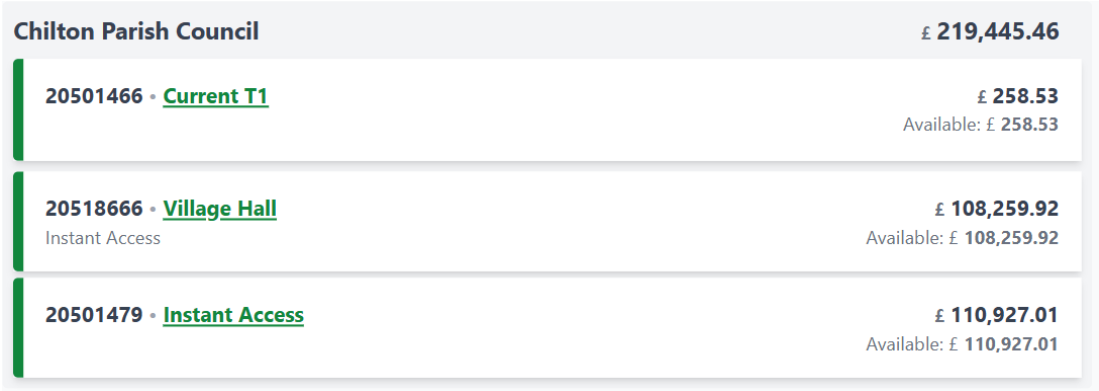
Minute	Action	Who	complete
	Pay vendors,	Clerk	✓
24/411 24/709 December 24 January 25	Clerk to explore funding for purchase of land. Enquire about acquisition of the meadow in the most economical way possible. Spoke to Suffolk County Farms who confirmed that it may be possible. Communicated with Suffolk 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
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	✓
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	✓
26411	Neighbourhood Plan, Chair agreed for advertising to be placed on her land adjacent to Waldingfield Road,		
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. Clerk has spoken to him he will be in contact with the Chair	Chair	✓
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 the church and possibility of gaining a larger chunk of land.	Clerk	✓
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 SCC are in the process of undertaking a survey and clean up of the pond and will identify species following which volunteers will be organised to maintain the pond	Clerk	✓
26904	Forward information regarding Horse Pond once received	Clerk	
26904	Query cost of land re churchyard extension as the acreage cost seems high for low grade ground	PFM	
26905	Contact BDC regarding Asset of Community Value process – distribute to Cllrs	Clerk	✓
26906	Contact ABCT to agree wording of memorial	Clerk	✓
26906	Consult BDC re combined dog and litter bin and if agreeable to them order one		✓
26906	Request grant funding to assist with purchase of above bin from locality budget	Clerk	
26906	Contact DCllr Hurren re collection and refurb of noticeboard	Chair	
26906	Contact Mason and family of Mrs Chaplin to agree colour of stone for memorial	Clerk	✓
26910	Contact DCllr Maybury to discuss potential meeting to break deadlock with Village Hall funding	Clerk	✓
26910	Organise meeting as above	PFM	In progress

7 Finance Report October 2026

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	1,986.74
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	33,478.00
Village Hall	1,200,000.00	0.00	0.00	0.00
Total Income	**£52,031.20**	**42,970.91**	**57,987.20**	**£35,973.94**
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	4,121.90
Website and Email address development	250.00	252.00	500.00	228.00
Admin Expenses	1,000.00	1,987.54	0.00	682.83
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	600.00
Airfield Memorial	2,000.00	0.00	200.00	0
Community Maintenance	3,500.00	1,977.96	2,500.00	1,344.37
Neighbourhood Plan	15,000.00	0.00	13,500.00	1,570.88
VAT Paid	2,000.00	3,887.55	20,000.00	303.95
Village Hall	1,300,000.00	7,453.14	107,156.00	0.00
Bank Charges	70.00	73.00	84.00	42.00
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**	**£10,506.97**
Totals Income + BF - Expenditure		**9,465.18**	**359,098.40**	**£219,445.46**
Unity Trust Current Account	**31-Mar-26**	**£378.30**	**12-Oct-26**	**14-Sep-00**
Unity Trust Instant Access Deposit	**31-Mar-26**	**£86,390.98**	**12-Oct-26**	**£110,927.01**
Unity Trust VH Deposit Account	**31-Mar-26**	**£107,209.21**	**12-Oct-26**	**£108,259.92**
Total held in bank accounts		**£193,978.49**	**12-Oct-26**	**£219,445.46**



b. Authorise payments already made

£7 bank charges
£66 GWVH by standing order the Standing Order needs to be changed as the bank account is being changed

Payments to be made
£432.11 Clerk Salary
£126.47 HMRC
£50.00 LM Groundcare recharging SIDS
Income
£ 529.50 interest VH account
£474.49 Interest Deposit Account
A remittance of £9,797.45 CIL has been announced by BDC, but has not yet been received.

8 **Footpaths and assets**

9 **Burial authority matters**
Potential purchase of land surrounding St Mary's Church
Update will be provided by CCllr Faircloth-Mutton

10 **Village Hall update**

11 **Neighbourhood Plan update**
Draft Terms of Reference attached separately to covering email
Steering Group Delegated budget

12 **Airfield Memorial**
A draft has been sent over by Airfields of Britain Conservation Trust. Does it need to be edited? please comment. The final proof appears to match the first proof



IN MEMORY OF
RAF SUDBURY AIRFIELD
USAAF STATION 174
HOME OF THE
486TH BOMBARDMENT GROUP (HEAVY)
ACTIVE BETWEEN MARCH 1944
AND 3 OCTOBER 1946
WE REMEMBER ALL WHO SERVED HERE
AND THOSE WHO DIED FOR THE
FREEDOMS WE ENJOY TODAY
AIRFIELDS
OF BRITAIN
CONSERVATION TRUST

13 Address suggestions for Phase 4 Chilton Woods
The following have been received

Birds			**Trees**	
Common Buzzard	Buteo buteo		Birch	*Fagus sylvatica*
Eurasion Sparrow Hawk	Accipiter nisus		Hornbeam	(*Carpinus betulus*)
Kingfisher	Alcedo atthis		Apple	Malus domestica
grey heron	Ardea cineria		Laurel	
water Rail	Rallus aquaticus		Hazel	*Corylus avellana*
Eurasian Coot	Fullica atra		Oak	*Quercus robur*
Cettis Warbler	Cettia Cetti		Bilberry	Vaccinium myrtillus
Eurasian Bullfinch	pyrrhula pyrrhula		Blackthorn	Prunus spinosa
Great Spotted Woodpecker	Dendrocopos major		Laburnum	Laburnum anagyroides
Marsh Tit	Poecile palustris		Buddleia	Buddleja davidii
Eurasian Jay	Garrulus glandarius		Rowan	Sorbus aucuparia
			Aspen	Populus tremula
			Juniper	Juniperus communis
			Crab Apple	Malus sylvestris

14 Questions to the Chair

Is it possible to impose time limits on agenda points to allow meetings to finish in a timely manner.

13 **Items for future meetings**

Ceremony for airfield memorial
Budget 2027/28

Time date and place of next meeting,

Monday 16th November at Gt Waldingfield Village Hall.

End of Associated Papers