



# REDGRAVE PARISH COUNCIL

Clerk: Alison Spouncer  
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## MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL

held at 7.00pm on 5<sup>th</sup> May 2026 at the All Saints Church, Redgrave.

**Present:** Chairman Andy Warnes, Cllrs Brian Andrews, Mike Hall, Mike Denmark, Matthew Broughton, Gill Blackman-Cross, Karen Pearse, Frank Gillett.

- 1. Election of Chair for the Year 2026/27.** Cllr Andy Warnes accepted the position of Chairman. Cllr Warnes announced this would be his final year as Chairman and would welcome anyone interested to shadow him for the year, to accept the Chairperson role for 2027/28.
- 2. Chair's Declaration of Acceptance of Office.** Cllr Warnes signed the acceptance of Office.
- 3. Election of Vice-Chair for the Year 2026/27.** Cllr Brown wished to stand for the position of Vice-Chair, **AGREED** by all.
- 4. Chairman's Welcome and Introduction.** Chairman Cllr Andy Warnes extended a welcome to all at the meeting.
- 5. To ELECT the position of Tree Warden, Gressingham contact, footpaths officer, and RAT trustees.**  
Tree Warden: Marco Everard  
Gressingham Contact: Cllr Andrews  
Footpaths Officer: Mike Hall.  
The election of trustees to the RAT was postponed pending the decision at Item 6 below.
- 6. To CONSIDER seeking legal advice re RAT trustees.** It was suggested by Cllr Warnes that RAT Trustees would not be elected during the meeting, but legal advice (pro bono) would be sought regarding the process. Following discussion and with two Cllrs not wishing to seek legal advice, it was **AGREED** by all to await feedback from the individual contacted, who would potentially offer pro bono advice.
- 7. Apologies Received for Absence and declarations of interest:** Cllr Elaine Brown. There were no declarations of interest.

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8. **Minutes of the last meeting.** Minutes of the last meeting on 2<sup>nd</sup> April 2026, previously circulated, were agreed as a true record, **APPROVED** by councillors, and signed by the Chairman.

9. **Public Forum.** No substantive matters were raised in the Public Forum.

10. **County and District Councillors' Reports.** At the time of the meeting, no report had been received by either Councillor. Post the meeting, Cllr Fleming provided a report and apologies.

*Cllr Fleming welcomes any communications from residents with queries and concerns. [Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980. X (formerly Twitter): @jesstfleming. Our District Councillor can be contacted: [Gilly.Morgan@midsuffolk.gov.uk](mailto:Gilly.Morgan@midsuffolk.gov.uk)*

11. **Planning.** To **CONSIDER** any planning applications received by the Council for comment, including those received after the publication of this agenda.

**DC/26/01703** – Conversion of Garage and workshop to home office and gym – Dennis Farmhouse, Half Moon Lane. It was **NOTED** that Suffolk Highways has provided a holding objection for awaiting suitable parking options. The Parish Council **AGREED** to submit a neutral response to the planning application, noting that while it had no objection in principle to the proposed development it considered that further detail and assessment are required in relation to the impact on the setting of the listed building and Conservation Area considerations, as well as matters of use and intensity, residential amenity, and the potential for future alterations.

**To NOTE Planning decisions received:**

**DC/26/01128** – Application for Works to Trees Subject to Tree Preservation Order MS36/G6 – Oak tree (just one) prune back some of the longer and dead branches. 1 Thornhill Green, Redgrave. **GRANTED.**

12. **Parish Clerk's Report.** The following points were **AGREED** from the Clerk's report:

**Action 401.11:** HGV Movements: There is a need to get support from South Lopham and the County Councillor Counterpart in Norfolk. Cllr Hall reported that he had spoken with Cllr Fleming, but it was **AGREED** by all that it would be necessary to wait for the results after the local elections on 7<sup>th</sup> May.

**Action 402-12 & 417-12:** SH has requested that the PC define the proposal clearly by identifying where a new or reduced speed limit is being requested and exactly what the change is. Quotes have been provided for speed survey options:

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Speed survey for just vehicle speeds

- £485 for 1st survey
- any additional are subsidized cost of £225.
- If we want speed and vehicle classification:
- £435 for the 1st survey
- any additional are subsidized costs of £175.
- If the speed data, along with other criteria, are met, this can be approved.
- However, If the speed surveys and other criteria don't meet the threshold to support the policy, the PC **AGREED** to confirm the quote provided and if correct, to undertake the survey covering 'speed and vehicle classification'.

**Action 415-7:** The Clerk has contacted a Notary Public to verify identification. A cost of £145 was **AGREED** unanimously to ensure John's Wood can be renamed with the Land Registry.

**Action 417-10.21:** Pond Maintenance: Lake and Pond Aquatics had provided a quote further works to the pond of £4.5K plus VAT which the company recommended should not be carried out until September at the earliest. The PC **AGREED** to accept the quote. The company also recommended that the Council contacts the Farming and Wildlife Advisory Group (FWAG) regarding possible District Level funding support in light of Great Crested Newt presence in the pond. Cllr Warnes confirmed he was waiting for feedback from FWAG. It was **AGREED** that Cllr Warnes would follow up the FWAG contact.

**Action: 421-4:** The Council **AGREED** to fund the purchase of a Laihur Key Safe Wall Mounted Outdoor Key Lock Box for the recently purchased container at a cost of £17.98.

**Action 424-9:** Cllr Hall attended the recent opening of the Pantry at Thrive. He reported that it was a very positive event with good conversations for the possibility of a seniors' lunch to be held. Cllr Hall will be discussing the option of utilising the community bus.

**Action: 424-10:** The PC has **AGREED** to fund temporary traffic lights to allow safe working on the clearance of the footpath on Hall Lane. Various quotes have been requested, and responses are expected for further consideration. Work is anticipated in June.

### 13. Responsible Financial Officer Report. The Council **NOTED** the financial report.

#### Bank Account Balances

|  |                   |
|--|-------------------|
| Unity Trust Bank Account   | <b>£ 8,189.71</b> |
| Unity Trust Instant Access Account                               | <b>£72,403.34</b> |
| <b>TOTAL Bank Account Balance on 30<sup>th</sup> April 2026)</b> | <b>£80,593.05</b> |
| <b>(Of which £72,403.34 in reserves, incl £44,762.50 as CIL)</b> |                   |

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## 13.1 Payments Approved and Paid:

|   |                   |
|---|-------------------|
| Administration costs (not itemised for GDPR)          | £ 728.19          |
| Bank Charge   | £ 7.00            |
| SALC Membership 2026/27                               | £ 310.22          |
| Printer/paper costs (Clerk)                           | £ 24.95           |
| Durrants  | £ 718.80          |
| Parish Magazine Publications                          | £ 200.00          |
| Bench refurbishments (contractor)                     | £ 1,110.00        |
| SCC Lantern x2 (Knoll) refurbishment/lamp replacement | £ 1,104.00        |
| RBR PCC Grant   | £ 650.00          |
| Suffolk Accident and Rescue Grant                     | £ 100.00          |
| CADAT (Citizens Advice Diss and Thetford)             | £ 250.00          |
| EAAA (East Anglia Air Ambulance)                      | £ 200.00          |
| Knoll Flowers/plants maintenance                      | £ 30.00           |
| OSPF Barriers (Mark Banham)                           | £ 688.99          |
| Asgard Storage Solutions (fittings for container)     | £ 394.98          |
| Community Emergency Equipment (Mike Hall)             | £ 43.33           |
| <b>TOTAL PAYMENTS</b>                                 | <b>£ 6,560.46</b> |

## 13.2 Accounts for Approval:

|  |                |
|--|----------------|
| Gislingham Silver Band Remembrance (1/3 payment) | £ 50.00        |
| <b>TOTAL</b>                                     | <b>£ 50.00</b> |

## 13.3 Monies Received:

|  |                   |
|--|-------------------|
| BMSDC CIL/Precept                          | £18,645.85        |
| Interest Credit for Instant Access Account | £ 364.50          |
| <b>TOTAL INCOME</b>                        | <b>£19,010.35</b> |

***It was AGREED that funding for bench refurbishment, SCC lanterns, and OSPF barriers be taken from Village maintenance reserves.***

**13.4 End of Year Results/Internal Audit.** The Internal Audit will be taking place on 1<sup>st</sup> June with Mr Trevor Brown. Cllr Warnes confirmed the asset register has also been updated to include the additional shares bought from RCL, the benches and Mr John Preston's tools. The Council **APPROVED** the Section 1 – Annual Governance Statement and Section 2 – Accounting Statements for 2025/26.

**14. Correspondence.** To **NOTE** and, where appropriate, **DISCUSS** correspondence (previously circulated).

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- It was **NOTED** that an update received from the BMSDC Community Nature Recovery Grant Scheme of the delay for decision announcement until 11<sup>th</sup> May, due to regulations governing activities during the local election period. See Item 18 below for further discussion on this topic.
- The Council **NOTED** receipt of the offer from BMSDC for the provision of trees as part of its tree planting initiative. The Parish Council **AGREED** that, at present, there is no requirement for additional trees within the village.

**15. Resident Correspondence.** To **NOTE** and, where appropriate, **DISCUSS** items received from residents.

- The Council **NOTED** a resident's request for a dropped kerb to enable access to the village by disability scooter and **AGREED** to investigate potential options for the project.

**16. Review of the Neighbourhood Plan (NP) Update.** Cllr Warnes updated the PC on the work being carried out for the NP update. Step 1 is now complete, with the plan shown to be robust. The existing need identified in the 2022 Neighbourhood Plan was for 11 homes up to 2037 (small-scale, infill development protecting the village character & facilities). BMSDC had allocated an indicative target for the village of and additional 40 new dwellings by 2044 (of which 14 had already been identified). There are 7/8 sites identified in BMSDC Call for Sites (CFS); Cllr Warnes confirmed that because of the ongoing BMSDC CFS activity there is no separate CFS needed as part of the Neighbourhood Plan update programme. Cllr Warnes confirmed there will be community engagement in late summer (although this was dependent on the completion of the BMSDC CFS evaluation exercise).

**17. To AGREE the CIL Payment Report for Submission to BMSDC (Previously circulated).** All **AGREED** the CIL payment report; the Clerk and Chairman signed in readiness for submission.

**18. To DISCUSS the Woodland purchase.** Cllr Warnes updated the PC on recent outcomes, with all activities having been put in place and the price agreed with Thomas Holt-Wilson. The result of the funding application was expected on 11<sup>th</sup> May 2026. The Landowner has now advised that he does not now wish to sell the land. Cllr Warnes suggested that if the funding application was successful, the PC should ask the landowner to reconsider. If Mr Holt-Wilson refuses, then the grant will be refused, and the PC will seek to ensure that Mr Holt-Wilson takes action on the dangerous trees in the area. The PC **AGREED** that this would be the correct course of action.

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**19. To UPDATE on bus provision options for Redgrave.** Cllrs Warnes and Andrews attended a meeting with Gressingham, Jessica Fleming, and Transport Made Simple. Conclusions from the meeting included Transport Made Simple (TMS) discussing with DMC any options there may be to achieve a bus provision for the village. TMS stated that there would be a need for 15-20 users to make the option viable. The Council **AGREED** that it would survey the residents for thoughts on usage; this would be via the Parish Magazine. On completion of this survey the SCC would look at a subsidy option.

**20. To UPDATE on preparations for the Redgrave Community Day.** Cllr Hall updated the PC on the progress made for the Community Day. The date is 18<sup>th</sup> July from 2pm – 5pm. The Cross Keys will provide food and gazebos. Cllr Hall requested £250 from the PC for refreshments/cakes for attendees. The PC **AGREED** this was acceptable. There may be an additional cost for the closure of the road in front of the pub; a quote is expected.

**21. To DISCUSS the proposed accessibility policy and requirements for the PC.** The new policy was previously circulated. The Council **AGREED** to accept the offer of an audit by the website host (One Suffolk) of £108 inc vat to ensure the PC website is compliant. Cllr Broughton has agreed to monitor the website to ensure the policy remains in place in the future.

**22. Items to be proposed for the following Agenda.**

- Internal Audit initial results.
- Redgrave Community Fun Day

**23. Date of next meeting.** Thursday 4<sup>th</sup> June 2026, 7 pm.

**The Chairman closed the meeting at 20.11 pm**

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