



REDGRAVE PARISH COUNCIL

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MINUTES OF THE MEETING OF THE PARISH COUNCIL

held at 7.00pm on 8th January 2026 at the All Saints Church, Redgrave.

Present: Chairman Andy Warnes, Cllrs Karen Pearse, Elaine Brown, Brian Andrews, Mike Hall, Mike Denmark, Gill Blackman-Cross. County Councillor Jessica Fleming. Four members of the public.

- 1. Chairman's Welcome and Introduction.** A welcome was extended to all at the meeting by Chairman Cllr Andy Warnes.
- 2. Apologies – Cllr Gillett. Declarations of Interest – Yes. Delegated Declaration of Interest Dispensation decisions or dispensation requests where required – Cllrs Warnes, Denmark, Andrews, Brown, Pearse declared a disclosable pecuniary interest in Item 16. A dispensation was granted by the Proper Officer in consultation with the Chair under Standing Order 14(e), as without it the meeting would have been inquorate. Cllrs Warnes, Denmark, Andrews, and Brown remained, spoke, and voted. Cllr Pearse recused herself as a member of the Redgrave Community Society Ltd Committee.**
- 3. Minutes of the last meeting.** Minutes of the last meeting on 4th December 2025, previously circulated, were agreed as a true record, **APPROVED** by councillors, and signed by the Chairman.
- 4. Public Forum.** No comments were received from the public present.
- 5. County and District Councillors' Reports.** County Cllr Fleming was present to provide a summary of her report (circulated previously). Discussions around the devolution continue for Suffolk and Norfolk, with a vote taking place on Monday, 12th January, on the Ministerial invitation to set out views on the postponement of the local election. Cllr Fleming asked for thoughts from those present. Cllr Warnes commented that he would agree with a postponement. Other Cllrs were considering both options. SCC is proposing a new 20mph speed policy. Cllr Fleming noted that £26m of bus funding had been allocated to Suffolk by the Department for Transport. The Council **AGREED** that Redgrave's lack of any bus service should be highlighted, and Cllr Fleming undertook to raise this issue further with the relevant department. Cllr Fleming also highlighted the proposal for a new reservoir in Thrandeston or Eye; whilst conceding it would not directly affect Redgrave and its residents, she advised that the reservoir would be of concrete construction with water proposed to be discharged into the River Waveney.

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A second reservoir is planned near Sipton. District Cllr Morgan was not present, and no report or apology was provided.

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

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

DC/25/05527 - Bromley Cottage, The Green Notification of works to Trees in a Conservation Area- Fell 1 No. Walnut (T1), (**Response required by 8th, January 2026**). **NO OBJECTION.**

POST AGENDA PUBLICATION: The Council received Planning Application **DC/25/04761**
Proposal: Planning Application. Erection of 1no Self-build replacement dwelling following the removal of the existing dwelling. Rectory Farmhouse, The Green. (comments to be received by 28th January 2026). The Council agreed that the late receipt of this planning application on 7th January did not allow sufficient time for proper consideration. The applicant, unable to attend the meeting, requested to speak at the next one, and the Clerk has sought an extension of the deadline to accommodate this. Should no extension be granted, the Council **AGREED** to meet with the applicant to discuss his points. The Council **NOTED** that the submission lacked a Heritage Statement and a full bat survey; the Council also awaited detailed comments on the Preliminary Ecological Appraisal report from its local expert. On this basis, and subject to the proposed meeting, the Council unanimously **AGREED** to respond to the BMSDC Planning Department that it is unable to provide a decision while the application remains incomplete.

To NOTE Planning Decisions Received:

DC/25/05031 - Holly Cottage, The Street, Redgrave Notification of Works to Trees in a Conservation Area - Partial or complete removal of 1 no. Walnut (T1) – **NO OBJECTION**

DC/25/05019 - 4 Birds Cottages, Half Moon Lane, Redgrave Notification of Works to Trees in a Conservation Area - Reduce 1 no. Willow (T1) to hedge height - existing dimensions 5m x 3m reduce to 1m x 1m – **NO OBJECTION.**

7. **Parish Clerk's Report.** To **RECEIVE** an update on actions outstanding from previous minutes.

Action 215-7.2: Village bench refurbishment continues. The Council **DISCUSSED** the options for the 'spare' bench; now a memorial bench is in place on the footpath to

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Botesdale; it **AGREED** that the bench should be refurbished, and then positioned at either the intersection of Footpaths 1/19 or 1/21 (subject to landowner agreement). The Council **AGREED** to discuss the location further at its next meeting.

Action 290-14: Update on Rural Coffee Caravan (RCC) – The Council **AGREED** for Cllr Warnes and the Clerk to discuss with Mr Steve Larder the possibility again, providing evidence of the benefits this could provide to the pub.

Action 376-15: Storage Container – the Council **AGREED** the purchase of the container should now proceed using funds from the reserves.

Action 387-10.1: - the Council **AGREED** to the additional charge of £2.17 per lantern for the use of the SCC telecell service.

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

Bank Account Balances

Unity Trust Bank Account	£ 6,894.15
Unity Trust Instant Access Account	£73,486.60
TOTAL Bank Account Balance on 2nd, January 2026)	£80,380.75
(Of which £73,022.59 in reserves, incl £39,550.26 as CIL)	

8.1 Payments Approved and Paid:

Administration costs (not itemised for GDPR)	£ 728.19
Unity Bank Service Charge	£ 6.00
Land Registry registration for John's Wood confirmation (AW)	£ 14.00
Manhole chamber set (Christmas tree) (MD)	£ 20.99
Battery for Christmas tree lights (MD)	£ 33.58
Visual Graphics (village safety signs)	£ 423.78

TOTAL PAYMENTS £ 1,226.54

8.2 Accounts for Approval:

National Insurance Contributions (Q3 ending 5/1/2026)	£ 128.34
Groundsman contractor work (bin, noticeboards, bench)	£525.00
Annual Subscription for Neighbourhood Plan website	£36.00
2026 Hire of All Saints (Post Publication)	£270.00
TOTAL	£ 959.34

8.3 Monies Received:

Interest Credit (Instant Savings Account)	£ 436.81
TOTAL INCOME	£ 436.81

8.4 The Council **NOTED** the Internal transfer of reserves (£5,547.95) as agreed in December's meeting (reference 393-8.4).

8.5 The Quarterly Bank Reconciliation was **NOTED** (previously circulated)

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9. **Correspondence.** To **NOTE** and, where appropriate, **DISCUSS** correspondence (previously circulated).
- To **NOTE** correspondence from Thelnetham Parish Council regarding unsuitable driving by lorries from Gressingham Foods Ltd. The Council **AGREED** that the situation had no doubt been exacerbated by the recent road diversion, and the Clerk had acknowledged the comments from Thelnetham Parish Council.
 - To **NOTE** £52 to be collected by DD for the Information Commissioner's Office (GDPR/Data Protection)
 - To **NOTE** BMSDC has accepted the nomination to list the premises of the Redgrave Community Shop as an Asset of Community Value. The Council **NOTED** that relevant confirmation had been sent to those requiring, and the owner of the property had been informed, as well as the Shop Committee. It **AGREED** to undertake the procedure again in 5 years.
 - To **NOTE** Adrian Ramsay MP's office has received the agreed Council's response and thanked it for its time.
 - To **NOTE** BMSDC's response to the Council's comments on area HE23362 as part of the publication of the draft BMSDC Strategic Housing Land Availability Assessment and forthcoming Call for Sites. Cllr Warnes summarised the Strategic Planning team's response, noting that two criteria had been amended from "green" to "amber" status. The Council discussed the options and unanimously **AGREED** to respond to Strategic Planning, stating its wish to submit evidence at the next stage of the process.
10. **Resident Correspondence.** To **NOTE** and, where appropriate, **DISCUSS** items received from residents.
- To **NOTE** comments received regarding the Woodland survey. Some residents were unable to open the document; some did not receive it. A meeting to discuss has been requested. See Item 17 for further discussion on this topic.
 - To **NOTE** thanks received for the wonderful Christmas Tree, lights, and decorations. The Council unanimously **AGREED** to join the thanks from residents to Cllr Denmark for his work to ensure placement of the fine Christmas tree and lights and to Cllr Pearse for the decorating of it, with donations gratefully received from residents.
 - The Council **DISCUSSED** a resident's query on action that may be taken to restrict HGVs on the B1113. The resident referenced a precedent set in 2019, stopping HGVs over 18 Tonnes from cutting through from the A1066 to the A11 via the B1111. Cllr Warnes provided a briefing following information from Harling Parish Clerk. The Council **AGREED** that it would be a worthwhile investigation to determine the

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options for Redgrave. The Council **AGREED** that this would require a Community Action Group (CAG) to progress the activity and collaboration with South Lopham and Norfolk Highways. Cllr Hall volunteered to act as the Council lead, co-ordinate the CAG, investigate the options and update the Council at further meetings.

11. Review of the Neighbourhood Plan (NP). The Council **AGREED** to undertake a review and update the Redgrave Neighbourhood Plan (made 2022), having regard to changes in national planning policy and emerging strategic planning policy, and to progress the revised Plan in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended). The revised Neighbourhood Plan will relate to the existing designated Neighbourhood Area, and Redgrave Parish Council will continue to act as the qualifying body for purposes of neighbourhood planning. Cllr Warnes provided an update on progress by the Neighbourhood Plan steering group, now augmented by two residents involved in the previous plan. Step 1 has been completed, with all chapters reviewed and reports circulated to councillors in advance of the meeting. Most chapters require only minor amendments; however, Chapter 7 will need significant updating to reflect new national and local policy and revised housing targets, and Chapter 8 will require substantial revision to reflect new environmental policy. Andrea Long, the preferred consultant, has provided a quote of £7,800. Although higher than originally anticipated, the Council **AGREED** to fund this on a call-down basis as required. Step 2 will involve discussions with BMSDC officers to determine whether changes constitute a 'minor' or 'material' modification, the latter likely requiring a referendum. Step 3 will be initial community engagement to update residents and explain why the Neighbourhood Plan is being reviewed soon after adoption. BMSDC has set a housing requirement for the village, and the review is being undertaken to ensure the Plan remains robust and defensible, with community engagement a key element of the process.

12. To DISCUSS the options of requesting the extension of the 30mph speed limit on Hinderclay Road. Cllr Warnes updated County Cllr Fleming on correspondence with Mr Adrian Ramsay MP, following a resident's approach regarding traffic on Hinderclay Road. Mr Ramsay had asked whether the Council could re-examine extending the area covered by the 30 mph speed limit. The Council **NOTED** that Suffolk Highways would require new evidence, including demonstration of wider community concern, to revisit its earlier decision. Cllr Andrews **AGREED** to speak with residents on Hinderclay Road to gather such evidence. The Council **AGREED** to request that Suffolk Highways undertake a Speed Limit

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Review from Hinderclay Road to Crackthorn Bridge on safety grounds. County Cllr Fleming **AGREED** to liaise with Suffolk Highways in support of the Council's decision, noting that Gressingham Foods Ltd had indicated its support for this proposal.

13. **To DISCUSS the options for the purchase of the wooded land.** Results from the consultation, previously circulated, showed a low response rate. While this means the findings cannot be regarded as definitive, a clear majority of respondents were supportive (approximately 75% in favour and 20% opposed). More importantly, the comments received provided useful information for the Council, including difficulties accessing the document online, lack of awareness of the consultation, concerns about incomplete business case information, as well as expressions of support (see Item 17 for review of these comments). Two respondents requested an Extraordinary Council meeting; however, the Council **AGREED** this was inappropriate, as such matters are normally considered at monthly Council meetings open to all residents. Nick Bobby Tree Services had been asked to provide a condition survey and quotation for any required works. The survey identified several dead trees requiring removal and noted that other sycamores are affected by "sooty bark disease" and should also be removed. The works were estimated at three days, at approximately £1,000 plus VAT per day. The Council **AGREED** to hold an on-site meeting with Mr Bobby to discuss the findings further and to prepare a detailed business case for consideration at the next meeting. ***To NOTE, the Council further AGREED to commission an independent MRICS valuation and associated due diligence and to produce a formal Report and Business Case for presentation to the next meeting. This was not minuted, however, an action was taken and recorded to instigate a valuation in order to provide a business case for consideration of the purchase.***
14. **To AGREE the budget for 2026/27.** The final draft budget was circulated to councillors in advance of the meeting, and the Council unanimously **AGREED** a total of £26,954.05.
15. **To AGREE and set the precept for 2026/27.** Following approval of the budget, the Council calculated the precept. At its December meeting, the Council had agreed to keep any increase to a minimum. The Council unanimously **AGREED** a precept of £26,867.22, representing a 3.3% increase.
16. **To DISCUSS a request from Redgrave Community Society (RCS) Ltd for the purchase of further shares.** An RCS Ltd representative attended the meeting to request further

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Council support to help maintain the Cross Keys Pub. He explained that responsibility for property maintenance rests with RCS Ltd rather than the current tenant. While the pub
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appears to be trading well, income from its operation goes directly to the tenant, whereas RCS Ltd meets ongoing costs, including equipment replacement (such as a fridge/freezer in December 2025) and forthcoming repairs to the Grade II listed building. The Council **AGREED** to purchase a further £5,000 of shares, with six councillors voting in favour and one abstention.

17. To DISCUSS communication methods utilised by the Parish Council and the proposed Communications Policy (previously circulated). The Council discussed comments from parishioners arising from the woodland consultation regarding the Council’s communication methods and noted that all relevant information had been publicised via the Parish Noticeboard, Parish website, Parish Bulletin, Parish magazine, and the Parish Council and village Facebook pages. The Council confirmed that the only statutory requirement is publication on the Parish Noticeboard, with all other channels provided in addition. Cllr Warnes advised that parish councils are required to take reasonable steps to publicise information, not to ensure that every resident has personally received it, and that hand delivery is an exceptional measure appropriate only where required by law, justified by urgency, or proportionate to the number of people directly affected. Councillors unanimously **AGREED** a revised communications policy, which had been drafted and circulated in advance, to clarify these arrangements. Cllr Hall proposed actively encouraging residents to sign up to the email Bulletin, which was unanimously **AGREED**. The Council also **NOTED** that all residents are welcome to attend meetings.

18. To DISCUSS the highways and footpaths maintenance. Since April 2022, the Footpaths Officer (Cllr Warnes) has pursued resolution of 13 outstanding issues with SCC. In December 2025, Cllr Warnes met with the new Area PROW Officer, Kevin Verlander, and provided all relevant information for consideration. Cllr Warnes advised the Council that SCC had suggested it could undertake certain remedial works itself, specifically the replacement of fingerposts and roundels away from main roads, and the Council unanimously **AGREED** to do this with roundels, posts and finger posts to be supplied by SCC. SCC promised to pursue the other remaining works. The Council discussed the possibility of undertaking additional cutting back of footpaths in addition to SCC’s scheduled twice-yearly cuts. Mr Verlander advised that the Council should make a formal request to the relevant SCC offices to do so; the Council **AGREED** to do this. Cllr Warnes

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also raised bridleway options, and Mr Verlander confirmed that designation rests with landowners and that the village has one formal bridleway, along Sandy Lane.

19. To DISCUSS Assertion 10 Compliance. Cllr Warnes provided an update on the mandatory requirements for Assertion 10 for the AGAR in April. The key areas are Email management, Website Accessibility, FOI & Transparency, Data Protection, and Use of IT equipment & software. Not currently mandatory, it is advised that Cllrs utilise “gov.uk” email address for Council business. Most councillors favoured looking into the option. The Council **AGREED** for the Clerk to investigate the process and provide instructions for those interested.

20. Any items to be proposed for the next meeting.

Documents to support Community Engagement for Step 3 Neighbourhood Plan Review and Update

Formal Report and Business Case for Wood purchase

Revised IT Policy.

21. Date of next meeting. Thursday, 5th February 2026, 7 pm.

The Chairman closed the meeting at 9.22 pm

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