

Draft Minutes of a Meeting of the Parish Council held at 6:15pm on 30th September 2025

in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllrs Lindesay, Cutress, Johnston, Welham. Also present: The clerk.

1. **The meeting was called to order** by the Acting Chair, Cllr Lindesay, who welcomed all and confirmed that a quorum was present.
2. **Election of a new Chair:** The Acting Chair invited nominations for the position of Chair. A nomination was put forward for vice-chair Cllr Lindesay to serve as Chair and was seconded by all councillors present. With no other nominations, Cllr Lindesay was elected Chair. Cllr Lindesay accepted the position and agreed to serve until May 2026. All councillors and the Clerk also offered their congratulations and expressed their appreciation that Cllr Lindesay had agreed to take on the role. Cllr Lindesay then signed the Declaration of Acceptance of Office.
3. **Apologies for Absence:** No apologies were received by the new Chair.
4. **Pecuniary/Non-Pecuniary Interests:** No pecuniary interests were declared.
5. **Minutes:** The minutes of the meeting on 19th August were approved and signed by the Chair.
6. **Matters arising from those minutes not covered elsewhere:** Clerk read response from The Commonwealth War Graves Commission, who explained that their funds are solely for commemorating war casualties on graves or memorials, and not for the upkeep or repair of churchyards or cemeteries. They suggested contacting Church Care for further guidance. Councillors decided not to take this matter further. The Clerk read a response from Suffolk County Council regarding the 20 mph speed limit on Mill Road that they will investigate the report, decide on any necessary actions and timelines, and prioritise any urgent health and safety concerns. The council may be in contact for clarification of the issue. *Action:* The council asked the Clerk to update the member of the public who raised the issue.
7. **Public Forum: Nothing to report.**
8. **Report from County Councillor:** No report to circulate.
9. **Report from District Councillors Grey and Langdon-Morris and ESC Leader's Monthly Bulletin:** Previously circulated from Langdon-Morris.
10. **Governance and Statutory Business:** The council reviewed the Data Protection & Information Management Policy, the Model Publication Scheme, and the Freedom of Information Policy.
11. **Planning:**
 - a) No planning matters to consider
 - b) No planning determinations received.
 - c) No other planning matters.
12. **Accounts:**
 - a) Payments totalling £742.86 (previously circulated) were unanimously approved and signed by 2 Councillors. Payments totalling £354.53 (previously circulated) for the VH were unanimously approved and signed by 2 councillors.
 - b) No receipts to note
 - c) The bank reconciliation as at 31st August (previously circulated) was approved and signed by the Vice-Chair.
 - d) The council agreed to renew the annual insurance policy and remain with Clear Council Solutions. The details had been circulated in advance and reviewed by members.
 - e) The council confirmed the previously approved Parish Online subscription (£50) and agreed to continue; however, since an invoice for £60 was received, this will be formally approved at the next meeting.
 - f) Pending update on donation to Local First Aid or Community Responder Groups. *Action:* Clerk to follow up.
 - g) The Clerk noted an update on internet banking, including any outstanding sign-ups, and that the setup for Councillor Johnston needs to be completed.
 - h) No funding opportunities to note
13. **Village Hall:** The Clerk updated that R. Picton had been in contact regarding the invoice address for the bench; no further update has been received since.
14. **Pocket Park and Open Green Spaces:** A site visit to Pocket Park with a representative from Playtime by Fawns confirmed for 10th October 2025 - Cllr Welham to report back at next meeting. The Clerk read a response from ESC stating that tree maintenance depends on land ownership. ESC assesses trees on its land regularly; private

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Signed..... by the chair of the meeting on.....

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landowners are responsible unless a TPO applies. Further advice can be sought from ESC's specialist team. Cllr Welham reported that the trees had been cut. A tree report will be carried out, and any necessary work identified can be completed for up to £200. It was agreed that Cllr Welham can proceed and authorise the work without needing further approval at the next meeting.

- 15. Badingham Parish Council Mailboxes:** Cllrs confirmed they had set up their new mailboxes. The clerk will follow up with Cllr Welham to check his setup is complete.
- 16. Review of Badingham Map Subscription & Proposal for Village Hall Display:** No report from Cllr Cutress as cannot access mapping from old email. *Action:* The clerk will follow up to assist with setting up new access via new email.
- 17. Correspondence received:** Councillors expressed interest in the "Nature at Work" project and agreed to follow up on it.
- 18. Motion under the Public Bodies:** Nothing to note.

The meeting closed at 19:30

The next meeting is scheduled for 4th November 2025 at 6:15pm

Caroline Byrne - Clerk and Responsible Financial Officer to Badingham Parish Council