PINEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 8 September 2026 at the Pinewood Community Hall at 7:00pm.

Present: Cllr. S. Peartree (Chair), Cllr. T. Collard, Cllr. A. Fosh, Cllr. M. Manning, Cllr. R. Manning and Cllr. A. Mayhew.

In attendance: Mrs S. Duthie (Clerk to Pinewood Parish Council & RFO)

Others attending: Cllr. Helen Davies and Cllr. Brian Riley (District Councillors)

Chair opened the meeting and advised the meeting would be recorded to ensure the accuracy of the minutes.

26/120 APOLOGIES AND APPROVAL OF ABSENCES

Cllr. C. Emele – Apologies were received through the meeting. These were accepted.

Chair reminded all Councillors that apologies should be received well before the meetings, to ensure there is at least a quorum for the meeting to go ahead. Cllr. Mayhew offered his apologies for the Hall meeting on 28 July due to forgetting to add to calendar. This was approved.

26/121 TO RECEIVE COUNCILLORS' DECLARATION OF INTEREST IN ANY ITEM ON THIS AGENDA.

There were none received.

26/122 TO CONSIDER REQUESTS FOR DISPENSATIONS.

There were none received.

26/123 TO RESOLVE THAT THE MINUTES OF THE MEETING HELD ON TUESDAY 14 JULY 2026 ARE A TRUE AND ACCURATE RECORD.

Copies of the minutes had previously been circulated to all. Proposed by Cllr. T. Collard and seconded by Cllr. R. Manning that the minutes are signed as a true and accurate record of the meeting.

26/124 TO CONSIDER ANY MATTERS ARISING FROM THE ABOVE MEETINGS AND NOT DEALT WITH UNDER ANY OTHER AGENDA ITEM.

There were none received.

26/125 SPEEDING, ANTI-SOCIAL BEHAVIOUR AND PARKING ISSUES: -

(i) Update from Police.

PC Beth Harper and PC Adam Ferguson were not present and did not send a report. Chair asked if there are outstanding any issues. Clerk advised that there were no items outstanding. Cllr. Collard mentioned that speeding had settled down and reported that the drain cover had been fixed.

(ii) Update on anti-social behaviour

Clerk advised that the resident was still reporting issues to Sanctuary Housing regarding music being played anti-socially. Cllr. Helen Davies had sent the resident an email to arrange a visit but had not received a reply. Chair advised we keep this item on the agenda to review each month.

26/126 TO RECEIVE PROGRESS REPORTS OR INFORMATION FROM: -

(i) Clerk, including urgent decisions taken since the last meeting.

Clerk reported there was nothing urgent to report.

Signed.....S.PEARTREE.....

(ii) HR Committee Chair (Cllr. T. Collard)
Cllr. Collard reported that Ronni (Hall & Events Co-Ordinator) was settling in well. But nothing further to report.

(iii) Community Hall Committee Chair (Cllr. R. Manning)
Cllr. R. Manning reported as per appendix A.

(iv) Car Park Committee Chair (Cllr. S. Peartree)
Cllr. Peartree reported that the committee have not met recently so had nothing to report. Next meeting is arranged for 7 October at 8pm.

26/127 PUBLIC PARTICIPATION SESSION (15 MINUTES) WITH RESPECT TO ITEMS ON THE AGENDA.

(i) Councillors with pecuniary interests, who wish to make representations, answer questions or give evidence on any matter on the agenda.
There were none received.

(ii) Parishioners who wish to make representations, answer questions or give evidence on any matter on the agenda.
There were none received.

(iii) Parishioners who wish to ask questions on any matter not on the agenda.
There were none received.

(iv) Report from County Councillor
Cllr. Christopher Hudson was not present and did not provide a report. Chair asked Clerk to send an email to invite Cllr Hudson along and advised that this was the reasoning behind setting up the WhatsApp group.

(v) Report from District Councillors: Cllr. H. Davies, Cllr. B. Riley.
Cllr. B. Riley reported as follows:
"Plans for the amalgamation and induction of the new councillor arrangements have been deferred as the government have decided they should check on the legal position again. I would have thought they would have checked on the legal position when they started but they haven't. So, I am very pleased to say that at no point am I on record as having voted for the ideas. I am in the mind that if the council want something then I am against it, on the basis that first of all we should work for the betterment of the tax payers and secondly, we should endeavour not to do any harm to the situation. So, I am very pleased to say it has been deferred until next time.
Since it being August there were no meetings for me to attend and I am not aware of any great movements in and out of Babergh. What I have noticed is that I have not seen any proposals or hints as to who will take over some of the county council functions on education. Is that going to be split 3 ways? Or some of the other social care programmes which aren't focused on the county. Is that going to be paid 3 ways we well? We shall see.
Last time I raised a question of what might be the redundancy arrangements and who was going to get paid and how much, I was told this hadn't been discussed yet. So, like most things that are difficult to answer they have been pushed into the long grass. That concludes my report".

Cllr. H. Davies had provided a report which had been circulated. Attached as appendix B.

Signed S.PEARTREE.....

Cllr. Collard reported that some residents living in Thorington park were concerned about the trees directly behind their properties following a tree coming down on Belstead Road recently. Cllr. Collard recommended that they contact Public Realm. They contacted Andy Graham asking if trees in the area are inspected regularly and are deemed safe for the winter. The response back was "unfortunately, any tree works not of an emergency nature are unlikely to be untaken ahead of the local government reform in April 2028. With the schedule created for a new unitary authority". Cllr. Collard added - What do we need a tree officer for?
Cllr. B Riley offered to email Arthur Chavonia to follow this up, if details could be sent over via email.

26/128 **TO DISCUSS COMMUNITY PLAY PARK PROJECT & FUNDING OPTIONS**

Clerk reported that an email had been sent to Charles at Ipswich Borough Council (IBC) enquiring about the piece of land opposite Sprites Primary School. He advised that the email had been forwarded to Lisa Stannard Head of Parks.
Whilst away on annual leave a meeting was carried out with Cllr. Davies, Hall & Events Co-Ordinator (Ronni), Cllr. Fosh and Lisa Stannard. Clerk asked for an update.
Cllr. Fosh thanked Cllr. Davies for her time gone into this since discussing it and reported that a site visit was completed of the area in discussion. Most challenging parts are going to be can we get the funding; who will take on the responsibility of land / park.
Cllr. Davies had spoken to Lisa also who had already been organising parks in the local areas in Ipswich, and as this was IBC land, she wanted to take control of this herself. They would want to do their own procurement, obtain quotes, installation and inspection afterwards. Items to consider are 1) Theme for the area and 2) consult the local area on styles etc.
Cllr. Collard added that it sounds like IBC want to remain in control of it and it wouldn't be in our interest to have shared responsibility to avoid complications.
Cllr. Davies advised that if everyone is happy to take it further than Babergh and IBC should get together to discuss further. However, it is unlikely they would give up the land at this point. It was decided a meeting would be arranged to discuss this in more detail.

At this point Cllr. Davies and Cllr. Riley left the meeting.

26/129 **PLANNING MATTERS: TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSIONS.**

(i) <u>DC/26/03186 – Tesco Store Ltd, Copdock - Removal of the existing hand car wash and associated structures</u>
This had been circulated previously for all to read. After discussing the plans, the council agreed it had no objections to the application.

(ii) <u>To note DC/26/03067 – 16 Dashwood Close - Erection of a single storey rear extension. Response already submitted following email on 29 July 2026</u>.
This was noted as response had already been submitted after majority of councillors agreed there were no objections to this application.

(iii) <u>DC/26/03199 – Brook Cottages, Brookview - Application for a Lawful Development Certificate for an existing use</u>
This had been circulated previously for all to read. It was unclear what was being asked of and advised that Clerk contacted them to confirm the planning on this application.

Signed S.PEARTREE.....

(iv) DC/26/03323 – Belstead House, Sprites Lane - Application for the Modification of a Section 106 Planning.
This had been circulated previously for all to read. It was again unclear what was being asked of as the original agreements had not been made visible. It was advised that the Clerk contact them to confirm the planning on this application. In the meantime, the Chair agreed to take a deeper look into the information online regarding this application and to draft some guidance for the council to consider its response to this application as time is running out to comment.

(v) To consider any applications for planning permission as notified by the District council received by the Clerk after the issue of agenda.
Clerk reported that application for planning permission was received for DC/26/03765 - Pin Mill Close and Woolverstone Close , Pinewood.
After reviewing this on screen and a discussion it was agreed there were no objections to this application

26/130 HIGHWAYS / FOOTPATHS / BIN / SEATS OR BUS SHELTERS

(i) Update on the seats.
Clerk reported that all the seats have now been installed, and local residents have been seen using them. James advised that invoice for this will be sent in due course.

(ii) To discuss or approve any other concerns / repairs.
Nothing to report

26/131 DISCUSS OPTIONS TO CHANGE WEBSITE PROVIDER

As Cllr. Emele was not present it was advised to defer this item to the next meeting.

26/132 TO ADOPT THE FOLLOWING POLICIES:

(i) Safeguarding policy
- This policy had already been circulated for all to read. A designated Safeguarding Officer was requested. Cllr. Collard put himself forward to do this and Cllr. Mayhew seconded this. Cllr. Collard asked if there was a report template on file. Clerk to investigate this. Cllr. Collard advised that he had an up-to-date DBS certificate that he would also provide.
This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(ii) Drug, Alcohol and Weapon policy
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(iii) Communications, Website and Social Media Policy
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(iv) Electronic Information & Communication System Policy
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

Signed S.PEARTREE.....

(v) Equality & Diversity Policy
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(vi) Health & Safety Policy
This policy had already been circulated for all to read. Cllr. Collard asked for CoSHH Assessment to be added in under Risk Assessments. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(vii) Lone Working Policy
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

(viii) Complaints Procedure
This policy had already been circulated for all to read. This policy was formally adopted by a unanimous vote by showing of hands from all councillors present.

Review was suggested for 2028 or until advised of any changes of regulations.

26/133 FINANCIALS:

(i) To note Q1 Accounts 2026/2027.
This had been circulated in advance for all to read and an A3 paper copy was provided.

(ii) To note expenditure since the meeting on 14 July 2026.
Clerk had previously circulated this beforehand to all Councillors to review. See Appendix C. This was approved by all.

(iii) Update on new Credit Card limit.
Clerk reported that the application to increase the credit limit from £500 to £2,000 was refused with not much detail behind the reasoning. It was suggested that Clerk contacts SALC for recommendation on a new Credit card supplier.

(iv) To agree any other expenditure / petty cash top up requests.
Clerk reported:

- Petty cash top up from July & August was required. This was approved and signed by Cllr R. Manning and Chair.

(v) To sign off June & July 2026 Bank Reconciliations from Rialtas.
These were signed by the Chair.

(vi) To approve/sign off any financial corrections made on Rialtas.
There were none received

26/134 ITEMS FOR CONSIDERATION FOR INCLUSION ON THE NEXT AGENDA.
There were none received

S.PEARTREE
Signed.....

26/135 **CORRESPONDENCE.**
Clerk had previously circulated this. See Appendix D.

26/136 **DATE OF THE NEXT MEETING.**
It was agreed to be Tuesday 13 October at 7pm.

26/137 **TO RECEIVE ANY OTHER MATTERS OF REPORT AS THE CHAIR MAY ALLOW.**
There were none received.

As there was no other business the Chair thanked everyone for attending and formally closed the meeting at 8:41pm.

Chair / Vice-Chair S.PEARTREE.....

Dated 13/10/2026.....

Hall Report

Please note that the May hall committee meeting minutes were noted at the July meeting and are included with this meetings paperwork.

The main event since our last meeting was the Bee Gees Night with the Bootleg Bee Gees held last Saturday evening. The event saw close onto hundred people enjoy two sets totalling over a hour and a half of classic hit songs.

During both sets people were encouraged by the band to sing along and take to the dance floor to recapture the dancing of the 60's 70's and 80's. This encouragement was not really required as people were soon singing along to hits like Massachusetts, Jive Talkin, Night Fever and Stayin Alive to name but four. It also wasn't long before

the dance floor was also full of people reliving the age of classic disco dancing.

The night was also enhanced by the way the hall had been transformed by Ronnie and her team into to a dazzling nightclub like venue of disco lights and reflective streamers covering all the walls. An additional feature was the use of a projector to screen difference scenes or effects to each of the songs being played by the band. This was a great addition to the overhaul atmosphere of the evening and my thanks go to Ronnie for her skilful and interesting effect.

At the start of the evening it was nice to see Ronnie not only introduce herself to everyone but also promote the club and encourage new members to join which I believe had some success. After introducing the band Ronnie and her team was busy all night.

Another nice additional feature of the evening was the raffle which took place at half time with numerous prizes and making the club a respectful income. It also saw a member of the band drawing out the winning tickets and prize. This feature of the interaction with the band was a continuous theme of the evening.

I'm sure Ronnie will have more to say on how the hall and club is doing at the next hall meeting in two week time.

R Manning

Monthly Report Jul & Aug'26 - Sproughton & Pinewood Ward

GENERAL UPDATES

The district wide monthly update can be found here - Download Babergh's town & parish briefing notes.

Devolution & Local Government Reorganisation: The Suffolk LGR Programme has successfully completed its Discovery Phase and is now progressing through Gateway 1, focusing on reviewing findings, agreeing design principles, and advancing transition planning. Governance arrangements are being established to support the creation of three new unitary councils from April 2028.
Implementation Boards have been established across Suffolk. Programme Management Office (PMO) all council services which are nearing the end of the discovery phase developing design principles for future authorities.
The draft Structural Changes Order (SCO) is being finalised, confirming council names, councillor numbers and ward arrangements. Joint Committees established for each future unitary council area.
Preparatory work progressing on workforce, finance, IT, governance and election arrangements.
Suffolk County Council's Judicial Review remains unresolved, with the Government contesting the claim and court proceedings continuing – hopefully this will be heard in November.
Monthly assurance meetings continue between MHCLG and the Suffolk Implementation Board.
Work continues to complete the Gateway 1 review and agree design principles, develop detailed operating models for future councils, progress shadow authority and election preparations.
Continue readiness planning and risk management activities across all councils.
underway, and no significant delivery issues identified. JUST AS I WROTE THIS REPORT THE GOVERNMENT PULLED THE RUG FROM UNDER OUR FEET - VERBAL UPDATE AT OUR PC MEETINGS.

July Cabinet Meeting: The meeting focused heavily on financial performance (money is tight), community infrastructure investment, housing performance, climate action and regulatory compliance. The Cabinet approved substantial investment in leisure, play facilities, library improvements and accessibility projects across the district, while noting that the Council remains financially stable despite ongoing pressures and preparations for Local Government Reorganisation. We approved the new Babergh and Mid Suffolk Joint Air Quality Strategy and I presented the Climate Action Report.

July Council Meeting: The main item was the proposed expansion of the East Bergholt Conservation Area and adoption of a new Conservation Area Appraisal (CAA). The (unanimously approved) proposal created the East Bergholt, Constable Heartland and Flatford Conservation Area 2026, significantly extending the current 1968 conservation area to include Flatford, Constable-related landscapes and other heritage assets currently outside the protected area. The review was especially timely as 2026 marks the 250th anniversary of Constable's birth. This approval follows hot on the heels of the new conservation area for Sproughton approved in the July meeting. I was not allowed to sit in on the Sproughton CA discussion so had to sit in the public gallery – but Cllr Sallie Davies did a good job in presenting that for me and talked about the history of the Wild Man of Sproughton!

August Cabinet Meeting: Some council meetings are cancelled in August but not our Cabinet!!. The Cabinet's business was largely focused on strengthening housing management policies and improving support for tenants. We considered and approved four new policies covering Temporary Moves (Decants), Good Neighbourhood Management, Hoarding, and Hate Crime. These policies are intended to improve consistency, meet updated social housing regulatory standards, provide clearer guidance for officers and tenants, and strengthen support for vulnerable residents. Overall, the meeting concentrated on improving tenant wellbeing, safety and neighbourhood standards, while ensuring Babergh's housing services remain compliant with the latest regulatory and consumer standards.

Monthly Report Jul & Aug'26 - Sproughton & Pinewood Ward

PORTFOLIO

The Council's Climate and Nature Recovery team continues to deliver a wide range of projects across Babergh focused on biodiversity enhancement, sustainable travel, climate resilience and community energy.

On sustainable travel, work is underway to update the Local Cycling and Walking Infrastructure Plan (LCWIP), including improvements to accessibility, mapping and the integration of walking, wheeling and cycling routes into future planning decisions. Officers are also helping to develop improved sustainable transport links as part of the Sudbury "Story of Place" project and are supporting improvements to Sudbury Bus Station through a £250,000 funding programme.

Officers are working on habitat creation projects, parish tree planting applications, a new habitat brokerage scheme, river walk improvements in Hadleigh, and biodiversity enhancements linked to major development proposals including Wolsey Grange at Sproughton and schemes in Hintlesham and Brantham. A Local Development Order designed to simplify approval of projects that deliver biodiversity and water management benefits is also being advanced.

Practical conservation projects are continuing across the district. Meadow management programmes have been completed for the summer, officers have been assessing pond restoration opportunities in Long Melford, reviewing future management of open spaces in Great Cornard and supporting the Old Hall Growing Project in East Bergholt, where refugees and volunteers have been planting fruit trees and developing community food-growing initiatives. Discussions are also progressing on guided nature walks and greater public access to wildlife sites.

A new biodiversity initiative will see swift nesting boxes installed on council-owned housing, using a combination of volunteer labour, Men's Shed groups and tenant engagement teams. The aim is to increase nesting opportunities for this declining species while reducing installation costs by coordinating work with scheduled housing maintenance programmes.

Following this summer's prolonged dry conditions and wildfire incidents across the UK, the Council has launched new wildfire awareness communications and is reviewing additional preventative measures on its own land, including wider firebreaks on suitable grassland sites. Parish councils are expected to receive further guidance through future communications.

Community energy remains a key focus. Officers are working with local energy groups along the Bramford to Twinstead corridor to explore larger-scale renewable energy projects and funding opportunities through National Grid, Local Giving and the Great British Energy Local programme. The Council is also supporting community buildings to access CIL funding for renewable energy installations.

The successful Switch Together scheme continues to generate strong interest. In Babergh, 341 households have registered for solar panels, battery storage or electric vehicle charging systems, 27 residents have already accepted installation recommendations and 25 have paid deposits. Eleven participants have also expressed interest in EV chargepoints. Separately, the Solar for Business programme has contacted almost 800 businesses, resulting in several projects entering legal agreement stages.

Looking ahead, preparations are well advanced for the third annual Schools Green Skills Summit on 13 November 2026. Participating Babergh schools include Ipswich High School, Royal Hospital School, East Bergholt High School, Stour Valley Community School and Holbrook Academy. The summit will give students the opportunity to take part in climate debates, meet employers in the green economy and explore future career opportunities.

The Council is also updating its Climate Action Plan, revising its latest greenhouse gas reporting, developing a Local Climate Impact Profile to assess future climate risks, and working with Suffolk partners to ensure environmental priorities are reflected in Local Government Reorganisation planning.

Monthly Report Jul & Aug'26 - Sproughton & Pinewood Ward

The Ward Itself

Parking at Suffolk One: The plan is still the two step process: -

1) Extend existing double yellow lines at particular junctions. This needs a legal agreement called a TRO to be put in place - this process requires a period of public consultation. Ballpark cost at around £15,000 most of which goes on legal & admin fees. Our county councillor has agreed to fund half the cost. Highways Suffolk have said they do not have the money to fund the remainder. Which means money needs to come from elsewhere - I am looking for funding sources for this at the moment.
2) Implement single yellow lines with a parking restriction period. Similar to 1) in terms of process as a TRO is needed & public consultation. Funding is still a tbd. I am focussing more on (1) at the moment - once that is being designed I can work on (2).

Traffic Solutions 4 Sproughton: Cllr Barber and myself met with Melanie Hall from Highways Suffolk and spent some time on Lower Street and the High Street looking at the traffic issues. The conclusion was that we needed to consult on the proposed changes and to get agreements from impacted residents - probably around 60-70% of residents need to agree to go onto the next step. Based on the results of the survey we are looking at parking & passing spaces on Lower Street and a combination of parking/passing places on the High Street coupled with a priority traffic scheme i.e. one direction has priority over the other. The second option for traffic lights was thought to be very expensive - £250-500k. If support is forthcoming we would then proceed to feasibility.

Gipping River Path: The Sproughton sleeper bridge has now been repaired and the stretch of footpath reopened. Greenways want to do a bit more work on the riverbank but this time hope to access it via the Millennium Green.

Ipswich Flood Barrier: I am chasing SusTrans to see when they can start work on the feasibility study that would determine approximate costs & issues.

If you ever have an issue to raise with me please use the contact details below. I look forward to hearing from you.

Helen Davies

Councillor Helen Davies: District Councillor for Sproughton & Pinewood

Mobile: 07514 951190
E-mail: Helen.Davies@ babergh.gov.uk
Facebook: Cllr Helen Davies
X: @HelenDSproughtn

Appendix C

MINUTES OF MEETING TUESDAY 8 SEPTEMBER 2026

EXPENDITURE TO BE NOTED/AGREED.
To note expenditure since the meeting on 14 July 2026

NatWest

Direct Debits:	Payee	Description		Amount
03 June	Greene King	Bar Supplies	£	286.37
08 June	Tesco Mobile	Monthly mobile charges	£	30.64
15 June	Spotify	Music subscription	£	12.99
16 June	Sage UK	Payroll subscription	£	69.00
17 June	British Gas	Monthly electricity bill	£	590.86
29 June	Babergh DC	Monthly bin collection charges	£	26.45
29 June	British Gas	Monthly gas bill	£	44.44
30 June	NatWest	Monthly bank charges	£	15.40
Electronic Payments:				
02 June	Phil Mountford	Elton Tribute	£	600.00
02 June	Suffolk County Council	Hall & Events Advert	£	75.00
02 June	Rialtas	Year End Closure	£	1,176.00
09 June	Signs for You Ltd	Car Park Signage	£	293.57
09 June	B Clean	Community Hall & Bus Shelter cleaning May 26	£	55.00
09 June	Sharp	Monthly photocopying charges	£	30.00
09 June	H J Heelis	Internal Auditor	£	440.00
09 June	Hasketon Ltd	Car park post repair	£	869.62
18 June	Cellair	Bar gas	£	90.00
18 June	B Clean	Community Hall & Bus Shelter & Signs cleaning Jun 26	£	80.00
25 June	Various	Salary/HMRC/Pension	£	16,104.12
Debit Card:				
Credit Card:				
11 June	Amazon	A4 Card	£	63.44
Barclays				
12 June	Payment Sense	Monthly PCIDSS Compliance & Phone line charge	£	49.74
12 June	Payment Sense	Monthly transaction charges	£	35.29
15 June	Anglian Water	Monthly water charges	£	144.00
				21,181.93

Bank Account Balances as at 30th June 2026:-

NatWest Bank	Current Account	£	84,847.20
Barclays Bank :	Current Account	£	56,586.21
NatWest Bank:	Credit Card Account	£	0.00
Redwood Bank:	95 Day Notice Savings Account	£	83,140.36

S.PEARTREE
Signed.....

MINUTES OF MEETING TUESDAY 8 SEPTEMBER 2026

EXPENDITURE TO BE NOTED/AGREED.
To note expenditure since the meeting on 14 July 2026

NatWest

Direct Debits:	Payee	Description		Amount
01 July	Greene King	Bar Supplies	£	451.10
08 July	Tesco Mobile	Monthly mobile charges	£	30.64
14 July	Spotify	Music subscription	£	12.99
15 July	Greene King	Bar Supplies	£	407.40
16 July	Sage UK	Payroll subscription	£	73.20
16 July	PWLB	Loan Repayment	£	3,648.12
17 July	British Gas	Monthly electricity bill	£	595.33
28 July	Babergh DC	Monthly Litter / Dog bin emptying	£	3,369.60
28 July	Babergh DC	Monthly Trade Refuse & Food bin collection charges	£	65.65
28 July	British Gas	Monthly gas bill	£	34.50
30 July	PEAC Ltd	Quarterly photocopying lease fee	£	194.76
31 July	NatWest	Monthly bank charges	£	27.59
Electronic Payments:				
03 July	Sharp	Monthly photocopying charges	£	30.00
03 July	Glasdon	Dog/Litter bin	£	434.40
03 July	Greens Landscape	Installation of new litter / dog bins	£	465.00
03 July	PPL PRS	Music Licence renewal	£	1,746.26
14 July	AAT	Membership renewal	£	195.00
17 July	ICO	GDPR renewal	£	47.00
23 July	Larissa Honeywood	Refund to hire	£	50.00
24 July	Various	Salary/HMRC/Pension	£	17,856.47
Debit Card:				
Credit Card:				
30 July	Partyrama	Banquet Rolls	£	76.61
Barclays				
10 July	Payment Sense	Monthly PCIDSS Compliance & Phone line charge	£	49.74
14 July	Payment Sense	Monthly transaction charges	£	59.47
15 July	Anglian Water	Monthly water charges	£	144.00
				30,064.83

Bank Account Balances as at 31st July 2026:-

NatWest Bank	Current Account	£	58,128.92
Barclays Bank :	Current Account	£	61,745.02
NatWest Bank:	Credit Card Account	£	0.00
Redwood Bank:	95 Day Notice Savings Account	£	83,366.50

S.PEARTREE
Signed.....

Appendix D

CORRESPONDENCE LIST – SEPTEMBER 2026

Sender	Subject of Correspondence	Action taken
Circulated (via email):		
SALC	Police & Crime Commissioners Report – July 2026	Noted
SALC	Weekly News Bulletin 27 July 2026	Noted
BMSDC	Town and Parish Council Liaison Meeting 2026 (Babergh) Presentation	Noted
Wherstead PC (Robin Coates)	Wind Turbine in Wherstead ~ for information	Noted
Suffolk County Council	Suffolk Police and Crime Panel 2025/26 Annual Report	Noted
Council Wise	Upcoming Autumn Certificated Training Courses available at CouncilWise Training & Support for Parish & Town Councils	Noted
Council Wise	Upcoming Autumn Training Sessions for Essex Town & Parish Councils with CouncilWise Tutor Mike Deegan	Noted

To be actioned at meeting on 8 September 2026:

Suffolk Association of Local Councils), BMSDC (Babergh Mid Suffolk District Council), SDBC (Shepherd Drive Baptist Church CAS (Community Action Suffolk) PWLB (Public Works Loan Board), BDC (Babergh District Council)