

PINEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 14 April 2026 at the Pinewood Community Hall at 7:00pm.

Present: Cllr. S. Peartree (Chair), Cllr. T. Collard, Cllr. C. Emele, Cllr. A. Fosh (Co-opted during the meeting), Cllr. M. Manning, Cllr. R. Manning and Cllr. A. Mayhew.

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

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

26/50 APOLOGIES AND APPROVAL OF ABSENCES

There were none received.

26/51 TO RECEIVE COUNCILLORS' DECLARATION OF INTEREST IN ANY ITEM ON THIS AGENDA.

There were none received.

26/52 TO CONSIDER REQUESTS FOR DISPENSATIONS.

There were none received.

26/53 TO RESOLVE THAT THE MINUTES OF THE MEETING HELD ON TUESDAY 17 MARCH 2026 ARE A TRUE AND ACCURATE RECORD.

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

26/54 TO CONSIDER ANY MATTERS ARISING FROM THE ABOVE MEETINGS AND NOT DEALT WITH UNDER ANY OTHER AGENDA ITEM.

There were none received.

26/55 TO NOTE RESIGNATION OF CLLR. J. HARDING.

Chair advised that Cllr. Harding had resigned due to move residency no longer within the area for him to be able to continue as a Councillor. Special thanks were given for his time spent on the council and best wishes were offered for the future.

Cllr. Emele arrived at this point

26/56 TO CO-OPT NEW MEMBER TO THE COUNCIL.

Following the meet and greet held on Tuesday 7 April 2026 all councillors voted, and it was a unanimous decision to accept co-option of Mr Anthony Fosh. The chair invited Mr Fosh to join the councillors around the table where he was formally co-opted to the council. The chair formally welcomed Cllr. Fosh on behalf of the Parish Council. Cllr. Fosh signed his 'Declaration of Acceptance of Office' form which was then passed to the Clerk. Clerk advised that 'Declaration of Members Interests' form had already been completed.

26/57 TO ADD NEW MEMBER TO THE FOLLOWING COMMITTEES:

Following the resignation of Cllr. Harding, this now left a vacancy on the following Committee:

- (i) Human Resources Committee

Cllr. Collard proposed Cllr. Fosh, Cllr. Emele seconded this. Cllr. Fosh accepted.

Signed

- (ii) Community Hall Management Committee
Cllr. R. Manning proposed Cllr. Mayhew, Cllr Emele seconded this. Cllr. Mayhew accepted.

26/58

UPDATE FROM CADENT GAS REPRESENTATIVES.

Clerk reported that she had received an email to advise:

I do apologise for the last-minute notice, we will be unable to attend tomorrow evening. I have just been informed by the Project Manager that scheme has now been put on hold. We will be replanning the rest of our works at a later date and will reschedule the meeting to discuss when we return.

26/59

SPEEDING ISSUES: -

- (i) Update from Police.
Clerk reported that neither PC Harper or PC Ferguson were able to attend and neither had sent a report or update.
- (ii) To discuss speeding / safety at Zebra crossing on Shepherd Drive.
Chair reported that further discussions were to be referred until a new County Councillor had been appointed to see if we could obtain any support from them.

26/60

TO RECEIVE PROGRESS REPORTS OR INFORMATION FROM: -

- (i) Clerk, including urgent decisions taken since the last meeting.
There was nothing to report.
- (ii) HR Committee Chair (Cllr. Collard)
Cllr. Collard reported that an advert was to go out soon to re-advertise for the position of Hall & Events Co-ordinator due to being let down last minute by the new candidate who was to start next week. While this is not ideal and puts pressure on the current staff, we will hopefully get a good response like before.
- (iii) Community Hall Committee Chair (Cllr. R. Manning)
Minutes from the committee meeting held on 27 January 2026 were attached as previously agreed and were duly noted by Cllr. Manning. Cllr. R. Manning reported that the Murder Mystery event was due to be held on Friday in the Lounge room. Clerk confirmed approx. 40 to attend.
- (iv) Car Park Committee Chair (Cllr. Peartree)
Minutes from the committee meeting held on 4 February 2026 were attached as previously agreed and were duly noted by Cllr. Peartree. Cllr. Peartree advised that she had nothing further to report.

26/61

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.

Signed

- (iii) Parishioners who wish to ask questions on any matter not on the agenda.
There were none received.
- (iv) Report from County Councillor: Cllr. C. Hudson.
Cllr. Hudson were not present and had not sent a report
- (v) Report from District Councillors: Cllr. H. Davies, Cllr. B. Riley.
Cllr. Riley reported as follows:
“Good evening, madam Chair and all, it is good to be back.
 - *Council have agreed to go forward with the unitary decision that we will become part of Ipswich and South Suffolk. I find it interesting to hear how much forward planning had not been done and one of the key areas that I wish to know about is who is going to be made redundant and who is going to be given redundancy payments and are they going to be enhanced. When this situation happened previously when Babergh was to be merged with Mid Suffolk we were told we would lose a chief executive and he was made redundant and given redundancy payout, and I see this happening again and would like to be kept up to date with what is happening.*
 - *Last week there was a planning meeting to discuss the development of the land behind Tesco. What came out from that was, the road systems and parking operations at Park & Ride are to be altered and resulting in losing 8 parking spaces which are currently being used by students. Cllr. Davies added that to be precise the Park & Ride have 550 space in total, 23 spaces will actually be lost as a result after the alterations have been made, but as this car park is never full, this should not cause disruptions. Cllr. Riley reported that these alterations come under Suffolk County Council and there was no member from Highways present at the meeting to provide any further information. However, when the vote came it was 50/50 and the chair then casted his final vote to support the council members and not with the people. The decision therefore went forward; however, I would have liked to have seen the chair support the people that he represents.*
Cllr. Collard asked for confirmation on the unitary decisions and Cllr. Riley confirmed the Suffolk County Council will go and be replaced with the three unitaries. Cllr. Davies clarified that all the current county councils in Suffolk will vanish in 31 March 2028 and will be replaced by three unitaries and we are part of Ipswich & South Suffolk and will absorb the county council funding investment pool, but this is still very unclear. Cllr. R. Manning asked for clarification of the site they were referring to and whether this impacted the M&S development. Cllr. Davies confirmed this does not effect M&S and is development on the Park & Ride site and the land behind Tesco which is to be developed into a business park.”

Cllr. Davies reported as per appendix A.

26/62

PLANNING MATTERS: TO CONSIDER THE FOLLOWING APPLICATIONS FOR PLANNING PERMISSIONS.

- (i) DC/26/01438 - Burger King, Copdock Interchange - Application for Consent to Display Advertisements.
After reviewing the plans, the council agreed it had no objections to the application.

Signed

- (ii) To consider any applications for planning permission as notified by the District council received by the Clerk after the issue of agenda.
Clerk advised that the following planning application had been received: DC/26/01473 - 2 Forester Close, Erection of rear single storey extension. After reviewing the plans, the council agreed it had no objections to the application.

26/63 HIGHWAYS / FOOTPATHS / BIN / SEATS OR BUS SHELTERS

- (i) To discuss any concerns.
Chair asked about the current progress of the Bus Shelters project. Clerk agreed she would make contact for an update.

26/64 FINANCIALS:

- (i) To sign CIL Expenditure report
The CIL Expenditure Report for the year 2025/2026 was nil. This was signed by the Chair and Cllr. Collard
- (ii) To agree on EMR accounts
Clerk had already circulated this via email. This was agreed by all and understood that this could be adjusted throughout the year if needed.
- (iii) To note expenditure since the meeting on 17 March 2026.
Clerk had previously circulated this beforehand to all Councillors to review. See Appendix B. This was approved by all.
- (iv) To agree any other expenditure / petty cash top up requests.
There were none received.
- (v) To sign off February 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.

26/65 ITEMS FOR CONSIDERATION FOR INCLUSION ON THE NEXT AGENDA.

Cllr. Collard suggested website be added for the June agenda. After a brief discussion over the problems the Clerk is having, Cllr. Emele offered to take a look. Clerk to arrange permission for Cllr. Emele to gain access. Chair thanked Cllr. Emele for offering to help.

26/66 CORRESPONDENCE.

Clerk had previously circulated this. See Appendix C.
Clerk asked if anyone would like to attend the SALC AGM Meeting. Cllr Emele offered to attend this. Clerk to arrange.
Cllr. Collard asked if anyone would like to attend the 3Valleys Parish Council Alliance Meetings. Cllr. Fosh offered to learn more about this. Clerk to circulate information on this. This was put to a vote by show of hands and was accepted by all. Chair thanked both councillors for offering their help.

26/67 DATE OF THE NEXT MEETING.

This was agreed to be Tuesday 12 May 2026. The Annual Parish Meeting would start at 7pm and the Parish Council Meeting would start at 7:30pm.

Signed

26/68

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 8:01pm.

Chair / Vice-Chair

Dated.....