

## PINEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 10 June 2025 at the Pinewood Community Hall at 7:00pm.

Present: Cllr. L. Barclay (Chair), Cllr. T. Collard, Cllr. C. Emele (Co-opted during the meeting), Cllr. J. Harding, Cllr. M. Manning, Cllr. R. Manning and Cllr. S. Peartree.

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

Others attending: Cllr. H. Davies & Cllr. B. Riley (District Councillors)

Chairman advised the meeting would be recorded to ensure the accuracy of the minutes.

**25/97 APOLOGIES AND APPROVAL OF ABSENCES**

Cllr. B. Blackwood due to migraine. This was approved.

**25/98 TO RECEIVE COUNCILLORS' DECLARATION OF INTEREST IN ANY ITEM ON THIS AGENDA.**

There were none received.

**25/99 TO CONSIDER REQUESTS FOR DISPENSATIONS.**

There were none received.

**25/100 TO RESOLVE THAT THE MINUTES OF THE MEETING HELD ON MONDAY 12 MAY 2025 ARE A TRUE AND ACCURATE RECORD.**

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

**25/101 TO CONSIDER ANY MATTERS ARISING FROM THE ABOVE MEETINGS AND NOT DEALT WITH UNDER ANY OTHER AGENDA ITEM.**

There were none received.

**25/102 TO CO-OPT NEW MEMBER ONTO THE COUNCIL.**

Following the meet and greet evening held on Tuesday 3 June 2025. The Chair invited Dr Chikezie Emele to join the councillors around the table where he was formally co-opted to the council. The Chair formally welcomed Cllr. Emele on behalf of the Parish Council. Cllr. Emele 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 and returned.

**25/103 TO ADOPT NEW SOLUTION IN SETTING HIRING, BAR, MEMBERSHIP COSTS.**

As Cllr. Blackwood was not present; this item was deferred to the next meeting.

**25/104 TO RECEIVE PROGRESS REPORTS OR INFORMATION FROM: -**

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

The Clerk updated the council on the following: -

- Still waiting for a date to be confirmed with M&S. It was agreed that a daytime meeting could be doable.

Signed .....



- Resident complaint received from Sycamore Close regarding noise from work being done at Belstead House. Car Park had been cleared and fencing was erected. Clerk displayed some photos sent in from Cllr. Blackwood of the area. Cllr. H. Davies confirmed she would visit resident and area.
- Resident complaint received from Fir Tree Rise following Openreach work leaving the area very unsightly. Clerk viewed the area and there were no signs of hazardous pathways or roads for pedestrians following the work.
- Redwood Savings Account is now officially open.
- Clerk handed all members a hard copy of the new Standings Orders, Financial Standing Orders, Cash Handling Policy and the Risk Assessment and Management Policy to keep and bring to each meeting.

(ii) HR Committee Chairman.

The Chairman was not present to report any updates however Cllr. Collard (also a member of the HR Committee) informed the council that interviews were held today for the replacement Bar Supervisor. Four strong candidates attended, giving a difficult decision on who to offer the job too. However, one particular candidate did stand out. An HR Meeting is arranged to discuss the outcome.

(iii) Community Hall Committee Chairman.

Nothing to report.

(iv) Car Park Committee Chairman.

Chairman was not present to report any updates.

25/105

**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.

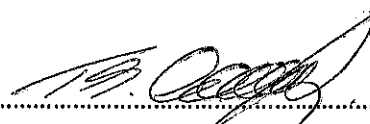
There were none received.

(iv) Report from County Councillor: Cllr. C. Hudson.

Cllr. Hudson was not present and did not send a report.

Cllr. Collard advised that he had emailed Cllr. Hudson asking if he could attend at least one meeting this year to give an update from the county council. Cllr. Peartree advised that she had been told by other parishes that Cllr. Hudson does not attend their meetings either, so it isn't just ours. Cllr. H. Davies said he had attended the Suffolk One meeting to discuss student parking issues.

Signed .....



(v)

Report from District Councillors: Cllr. H. Davies, Cllr. B. Riley.

Cllr. H. Davies had already sent her report which had been circulated.

Attached as appendix A. In addition:

Cllr. Collard asked that regarding the local government reorganisation, why are they doing it? Cllr. Davies replied to save costs and make it more efficient.

Cllr. Davies added that following the meeting at Suffolk One the conclusion was that Cllr. Davies would be working closely with highways to see what options are available in the affected roads and get residents to agree to them. Funding was not discussed although CIL would not cover this as it is more a county council issue. Cllr. Davies advised that Suffolk One are reminding students weekly to use the Park & Ride despite students still choosing to park down the local resident roads. The revised free bus service is due to start towards the end of term as a trial and then enforced in the autumn term when students return. It was suggested that student's car registrations should be logged by the college in such case that a resident cannot exit their driveway or road, so staff can track down the student for the vehicle to be moved rather than it being left all day causing difficulty to the residents.

Cllr. Riley gave his report as follows: -

Cllr. Riley wanted the following added as they were not included from the minutes previous meeting "referring to the proposals to the joint mayor with Norfolk. Anybody who thought that it was a good idea to get into bed with Norfolk must be batshit crazy."

"As far as the Unitary is concerned, if we go back 10 years it was originally proposed that Ipswich would become a greater Ipswich and would adsorb everything from Hadleigh to the sea, this did not happen I'm very pleased to say. We did find that the people from Babergh did not want to merge with the people from Mid Suffolk, which is why we have the situation of having two separate bodies, but one set of administrators. I've seen nothing to change my mind in favour of a separate Ipswich, as I see it as a means of moving resources, as resources always grow towards the centre and I don't believe that their administration would be to our advantage.

Attended an Academy meeting today, the main focus was on finance, no mention of what was happening, what movement was going on. The districts are busy talking to each other trying to decide on whether they can have a single view going forward. The feeling was that we must and make it easier for the civil servants to make decisions, I can see that going two ways as well. The job of civil servants is to know what is going on which is why we pay them so much money. The Chair commented 'no you don't'.

I did find out that Babergh finances from this year's deficit will be made up from reserves and that next year's deficit has not been addressed as yet, however will be significantly larger than this year's deficit. As we know forward budgeting can be difficult when it concerns the future.

I did pick up that they are expecting the government review to come out later this week and they do not expect more money to go into the rural areas. So, yet more problems!

What I wonder is that when the government finally signs off on the unitary is, how much money will come forward to make the first couple of years sweeter. I see sweeteners being allocated well beyond 2029 and then we get into the next election cycle.

Signed ..... 

Cllr Collard asked how much the deficit is for this year and how long the reserves would keep them going for and Cllr. Riley replied with less than one year. Cllr. Collard asked if they are looking at emergency measures to carry out statutory services only. Cllr Riley replied with who knows. John Ward said he did not see it carrying on being sustainable and to look at services or taxes. There are ideas about raising more money from tax payers. Potentially increasing the costs of recycling bins, the cost of brown bins is more expensive than Ipswich."

Cllr. Riley reported that

there was planning applications in Copdock for warehouses. The Clerk advised she will have a look when we get to the planning section of the agenda but wasn't aware of any.

The Chair at this point thanked Cllr. Riley and suggested we move on with the agenda.

25/106

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

- (i) DC/25/02248 – 9 Brimstone Road. Erection of a single storey rear extension and conversion of part of the existing garage.

The council agreed it had no objections to the application.

- (ii) DC/25/00608 – Amended documents RE: Land to the North and East of Bobbits Lane, Wherstead.

The Chair stated this was not in Pinewood and suggested we move on.

- (iii) DC/25/02419 - Development of roadside services - Land To The North And East Of, Bobbits Lane, Wherstead, Suffolk.

The Chair again stated this was not in Pinewood and suggested we move on.

- (iv) To consider any applications for planning permission as notified by the district council received by the Clerk after the issue of agenda.

The Clerk looked to see if there were any new additions and found that the Copdock application Cllr. Riley was referring too was in Washbrook. Cllr. Riley suggested the parish council still comment on this. The Clerk displayed the comments made from Copdock and Washbrook Parish Council and Highways. The Chair suggested that we don't know enough about the site to comment.

25/107

**HIGHWAYS / FOOTPATHS / BIN / SEATS OR BUS SHELTERS**

- (i) Update on locations and plaque option for seats.

The Chair advised that locations still had not been agreed and will meet with James Baker in the next couple of weeks. It was agreed that the Clerk would source a suitable plaque for King Charles the third and would circulate it for approval.

- (ii) Update on repair to Bus Shelters.

The Clerk had contacted Babergh District Council to enquire about available grants and advised there was no funding available. However, after speaking with Cllr. Davies there does seem to be funding available from Suffolk County Council for Bus Stops which includes Bus Shelters. It was agreed that the Clerk could complete the funding form on behalf of the Parish Council.

Signed .....  .....

(iii) Update on current litter bin project.

The clerk had previously circulated the litter bin project report previously completed by Cllr. Peartree and previous councillors.

The Chair had formulated a further report from this and asked the Clerk to display on the screen. There was a general discussion over conditions, ownership, costs required for certain bins and paying for a service to empty bins that are currently not there.

After a lengthy heated discussion about what was to be done. It was agreed that a list of bins that required monitoring would be designated to councillors to monitor and then report back at the next meeting to decide on the next appropriate action.

(iv) To discuss any other areas requiring urgent attention and agree action.

There were none received.

25/108

**TO AGREE ON GRIT-BIN LETTER TO RESIDENTS.**

The Clerk had merged all of the information received from Cllr. R. Manning and staff and produced a double-sided letter to be distributed to residents. This was proof read and a few adjustments were made. It was agreed that 'Resident Information' would be added to the top.

The clerk highlighted that the distribution company had advised they would only work by postcode and not an address list meaning that errors would be made. It was therefore decided that the Councillors and staff would help distribute the letters. Clerk to print out the letters and organise distribution areas for all.

25/109

**FINANCIAL MATTERS.**

(i) To review Internal Auditor Report for year ending 31 March 2025.

The Clerk had previously circulated this for all to read. The Chair wanted to note that the auditor commended the Clerk on the work provided and thanked the Clerk.

(ii) To address any matters / recommendations requiring action.

There were none.

(iii) To formally 'sign off' the accounts for year ending 31 March 2025.

The Clerk gave a handout of accounts to show how the year of 2024/2025 ended. See appendix B.

(iv) To complete sections 1 and 2 on the Annual Return 2024/2025.

This was completed and signed by the Chair.

(v) To formally 'sign off' balance sheet from Rialtas for year ending 31 March 2025.

This was signed by the Chair.

25/110

**EXPENDITURE TO BE NOTED / AGREED.**

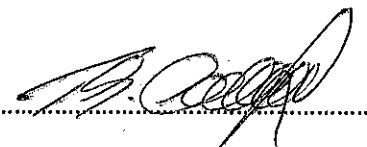
(i) To note expenditure since the meeting on 12 May 2025

The Clerk had previously circulated this beforehand to all Councillors to review. See appendix C. This was approved.

Cllr. Peartree raised concern over the amount paid for bar gas to Cellair.

Clerk to speak to Hall & Events Co-ordinator and report at the Hall Committee meeting.

Signed .....



- (ii) To agree any other expenditure.  
Clerk advised of the following upcoming expenditure: -  
CAS – x2 Mailbox annual renewal - £48  
Sharp – Photocopying charges - £73.96

Following the adjustment to the Cash Handling Policy to increase the Petty Cash fund to £1,000 a top up request was approved and signed off.

The Clerk asked the council how much they would like to be transferred to the new Redwood savings account. It was agreed that £40,000 would be transferred from the NatWest & Barclays Current account into the Redwood savings account. This was signed off.

- (iii) To sign off April 2025 Bank Reconciliations from Rialtas.  
These were signed by the Chair.
- (iv) To approve/sign off any financial corrections made on Rialtas.  
There were none.

**25/111 ITEMS FOR CONSIDERATION FOR INCLUSION ON THE NEXT AGENDA.**  
There were none.

**25/112 CORRESPONDENCE.**  
Clerk had previously circulated this. See Appendix D.

**25/113 DATE OF THE NEXT MEETING.**  
This was agreed to be Tuesday 8 July 2025 at 7pm. Cllr. Peartree offered her apologies as she will be on holiday.

**25/114 TO RECEIVE ANY OTHER MATTERS OF REPORT AS THE CHAIRMAN MAY ALLOW.**  
Cllr. Harding asked whether the newer councillors could attend a councillor training course. As this had already been budgeted for. Clerk to arrange and liaise directly with the newer councillors.  
Cllr. Peartree advised that Cllr. Davies reported noted she has £1,000 still remaining from the locality budget for 2025/26 and suggested the council could apply for this. Clerk to contact Cllr. Davies.  
Cllr. R. Manning asked the Clerk how many were attending the meeting arranged with Babergh District Council (BDC) on Monday 23 June 2025. The Clerk confirmed that 5 would be attending from BDC together with, Cllr. R. Manning, Cllr. M. Manning, Cllr. S. Peartree and Cllr. Emele.  
Cllr. Peartree attended the Suffolk One meeting on behalf on the Parish Council and attached a report on the discussions and comments made. Clerk to circulate.  
Cllr. R. Manning raised concern over the lorries that currently park along one lane between the two roundabouts at Tesco Copdock during the evening. Clerk to report this to Suffolk County Council and Tesco.

As there was no other business Chairman thanked everyone for attending and formally closed the meeting at 9:16pm.

Chair / vice chair.....

Dated.....8-7-2025.....



## Monthly Report May'25 - Sproughton & Pinewood Ward

### GENERAL UPDATES

The district wide monthly update can be found here - [Download Babergh's town and parish briefing notes](#)

**Devolution & Local Government Reorganisation:** There is a lot of work going on at district and county councils at the moment with regards to Devolution & Local Government Reorganisation. Devolution is speeding along with mayoral elections planned for May 2026.

This may seem rushed but as Norfolk & Suffolk are part of the government's priority programme to establish Mayoral Combined County Authorities timescales are short. The list of powers that the mayor will have centre around housing, economic growth, transport (seems to include rail as well as roads & buses), education, health, policing & climate change. This will be a huge job and the mayor will need a large team to support their efforts especially as they will need to work closely with the new unitary authorities - this won't come cheap?!

Babergh & Mid-Suffolk are working with all the other district councils in Suffolk defining what a 2 & 3 tier unitary authority would look like to determine which is the better choice in terms of provision of services, costs and democracy. This is a chance to improve things if done correctly. This all takes time but will be ready for September when the government expects us to put forward our analysis and chosen option to them.

At the moment, Suffolk County Council's responsibilities include repairing roads, children's services, and adult social care. District councils are responsible for things like collecting bins, housing, and planning applications. Once the unitary council/s has been formed in 2028 it will do all these things. These councils must be responsive to the needs of its varied communities - rural, urban, coastal, industrial, and agricultural. They must be big enough to deliver, but local enough to care and residents must feel truly represented by councillors elected to these new unitaries.

In contrast Suffolk County Council is proposing a single council for the whole of Suffolk ~ 800,000 people. With much reduced councillor numbers, it will be harder to represent and respond to residents. SCC have claimed that two or three unitaries will be inefficient and unaffordable. But the figures they quote are from a national report commissioned by the County Councils' Network - not certain that can be regarded as an independent source! SCC are holding a meeting on 10<sup>th</sup> June at Holbrook Village Hall from 19:30-20:30 to explain their vision of a single unitary to parish councils (Babergh cllrs don't seem to have been invited). To reserve your space, please visit <https://www.eventbrite.co.uk/e/suffolk-county-council-briefing-on-local-government-reorganisation-tickets-1343910294869?aff=oddtcreator> I really recommend sending a representative, you are allowed up to two people.

I have also been reading Ipswich Borough Councils document 'The case for a "greater" Ipswich Unitary Council' ([Case for a greater Ipswich Unitary Council March 2025.pdf](#)) and

## **Monthly Report May'25 - Sproughton & Pinewood Ward**

found a tiny map on P5 showing what a Greater Ipswich might encompass - those fringe parishes abutting Ipswich would do well to think about the implications about being subsumed into a Greater Ipswich.

In the meantime Babergh have published a survey to obtain people's views on the reorganisation. Please complete it as this gives us clear information on what people want to see - the survey runs until July 25. The survey can be found at <https://www.babergh.gov.uk/devolution-and-lgr>. The responses to the survey will be fed into the work on 2/3 unitary councils.

**Annual Council Meeting:** Babergh held its annual council meeting in the middle of May. This is when all the posts come up for re-election/confirmation. Ruth Hendry is our new chair taking over from Liz Malvisi. The chair raises money for one or two charities during their year as chair - these are normally charities close to their hearts. Last year a good amount of money was raised for the 'Men's Shed' and this year Ruth is sponsoring 'Compassion' a charity addressing the issues around domestic abuse.

I have retained my membership of the Planning Committee & Joint Local Plan Working Group; chair of the Sustainable Travel Group & Biodiversity Group and remain Portfolio Holder for Climate Change, Nature Recovery & Biodiversity.

### **PORTFOLIO**

**Sustainable Travel:** I've done the publicity on this. Somewhere there is a video of me and another councillor wobbling down the road on the electric bikes ([new electric bikes in Sudbury - Babergh District Council - babergh.gov.uk / midsuffolk.gov.uk](#)). These are good solid bikes and well placed next to a cycle-path from Sudbury to Long Melford. A great spot for trying these out! We need to confirm the next spot to put an installation - currently looking at Shotley & considering Lavenham.

**Biodiversity:** The first meeting of the Biodiversity Group has been held. We aim to define a biodiversity strategy for Babergh. There were a lot of good ideas put forward and we hope to pull a draft together over the next couple of months.

The Norfolk & Suffolk Nature Recovery Strategy was approved by Babergh earlier this year. Suffolk County Council has now put this out for public consultation on 16 April, closing on 11 June. If you haven't already put comments in there is not much time left to do so - but even brief comments are valuable. You should have received a request to comment in SALC's regular updates to parishes.

### **THE WARD ITSELF**

**Parking at Suffolk One:** This meeting between Suffolk One and residents has been moved to 5<sup>th</sup> June @18:00 in Suffolk One. Representatives from Highways and Community Policing are due to attend so hopefully all questions from residents can be answered. It is hoped that a way



## Monthly Report May'25 - Sproughton & Pinewood Ward

forward can be defined. I am still getting regular emails from residents and there has been a notable uptick since the meeting was publicised.

**Traffic Solutions 4 Sproughton:** The parish council is due to discuss this shortly after which the results can be disseminated for comments by residents prior to discussing the favoured options with Highways. This includes the HGV issue along the Hadleigh Road. I drove along the Hadleigh Road recently with Highways to look at the problem. Further news on this next month.

**Locality Budget:** I have £1,000 remaining from my locality budget. £1,000 has been allocated to the new playground in Sproughton. Applications welcome.....

**Biodiversity Surveys:** the Norfolk Suffolk Local Nature Recovery Strategy has been out for public consultation since 16<sup>th</sup> April. This consultation closes on 11<sup>th</sup> June. If you have any comments to make please go to [Local Nature Recovery Strategy \(LNRS\) Public Consultation](#).

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*

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Councillor Helen Davies: District Councillor for Sproughton & Pinewood

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Twitter: @HelenDSproughtn

## FINAL ACCOUNTS - ACTUALS V BUDGET FOR 2024/2025

	ACTUALS	BUDGET	VARIANCE (F/(A))
INCOME PARISH COUNCIL	2024/2025	2024/2025	
Precept	180,668	180,668	0
Bank Interest	0	-	0
Grants Received	3,998	-	3,998
Car Park	1,300	-	1,300
Bottle Credit	290	180	110
	186,257	180,848	5,409

	ACTUALS	BUDGET	VARIANCE (F/(A))
INCOME COMMUNITY HALL			
Regular Hirers	28,130	26,700	1,430
Casual Hirers	1,711	648	1,063
Receipt of special deposits	100	-	100
Bar Takings	3,158	-	3,158
Bar Membership Subscriptions	1,360	-	1,360
Hall Events	216	-	216
	34,675	27,348	7,327

<b>TOTAL INCOME</b>	<b>220,931</b>	<b>208,196</b>	<b>12,735</b>
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	ACTUALS	BUDGET	VARIANCE (F/(A))
EXPENDITURE PARISH COUNCIL	2024/2025	2024/2025	
Salaries	124,658	148,597	23,939
Recruitment	410	225	(185)
Audit Fees	1,030	1,100	70
Bank Charges (Natwest)	151	150	(1)
Insurance	1,223	1,303	80
Photocopier	1,499	1,500	1
Subscriptions	2,470	2,000	(470)
Website	126	66	(60)
Training	2,502	-	(2,502)
New / Replacement Equipment	5,752	-	(5,752)
Office Supplies	344	600	256
Litter/Dog Bin	2,335	2,335	0
Shelter / Notice / Window Cleaning	165	165	0
Telephone / Internet	135	200	65
PWLB Repayments	31,908	31,908	0
Licences	173	-	(173)
Uniform	205	300	96
Repairs & Maintenance	3	-	(3)
Refreshments	108	150	42
	175,196	190,599	15,402

	ACTUALS	BUDGET	VARIANCE (F/(A))
EXPENDITURE COMMUNITY HALL			
Bank Charges	282	200	(82)
Insurance	2,519	3,000	481
Subscriptions	49	147	98
New / Replacement Equipment	865	400	(465)
Office Supplies	25	-	(25)
Shelter / Notice / Window Cleaning	150	150	0
Gas	3,729	2,000	(1,729)
Electricity	5,038	4,800	(238)
Water	824	1,000	176
Telephone / Internet	1,298	1,300	2
Licences	1,066	1,000	(66)
Bar Supplies	2,779	-	(2,779)
Bar Equipment	505	500	(5)
Hall Cleaning	456	700	244
Return of special deposits	100	-	(100)
Repairs & Maintenance	8,284	2,100	(6,184)
Refreshments	3	50	47
Emergency Expenditure	40	250	210
	28,012	17,597	10,415

<b>TOTAL EXPENDITURE</b>	<b>203,209</b>	<b>208,196</b>	<b>4,987</b>
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OVERALL PROFIT / LOSS	17,723
PLUS EMR TRANSFER FROM	9,370
MINUS EMR TRANSFER TO	2,300

<b>PROFIT / (LOSS)</b>	<b>24,793</b>
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SIGNED   
(CLERK & RFO)

DATE 10-6-25

SIGNED   
(CHAIR)

DATE 10/06/2025

# MINUTES OF MEETING 10 JUNE 2025

## APPENDIX C

25/110(I)

### EXPENDITURE TO BE NOTED/AGREED.

To note expenditure since the meeting on 12 May 2025

#### NatWest

##### Direct Debits:

	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
07 April	PWLB	Loan repayment	£ 12,306.05
08 April	Tesco Mobile	Monthly mobile charges	£ 27.98
08 April	British Gas	Monthly gas bill	£ 370.81
16 April	Sage UK	Outstanding subscription payment for last year	£ 18.40
17 April	British Gas	Monthly electricity bill	£ 589.29
30 April	PEAC UK	Photocopier - Quartley lease charge	£ 194.76
30 April	Greene King	Bar Supplies	£ 488.53
30 April	NatWest	Monthly bank charges	£ 19.97

##### Electronic Payments:

07 April	Cellair	Bar gas	£ 60.00
10 April	Panther Security	Annual maintenance contract renewal	£ 904.42
10 April	Cellair	Bar gas	£ 30.00
10 April	Sharp	Monthly photocopying charges	£ 37.74
14 April	Babergh DC	Annual renewal of trade refuse collection	£ 278.20
15 April	Plug Smart	Annual PAT Testing	£ 105.48
23 April	Pitkin & Ruddock	Cellar cooler leak repair	£ 258.00
25 April	Various	Salary/HMRC/Pension	£ 12,257.46
30 April	Rialtas	Accounts annual support maintenance contract renewal	£ 1,119.60
30 April	Clearview	April Bus Shelter / Community Hall clean	£ 45.00
30 April	Rialtas	Bookings annual support maintenance contract renewal	£ 566.40
30 April	SALC	Annual membership renewal	£ 1,097.39
30 April	Rialtas	Cloud annual subscription renewal	£ 811.20
30 April	Cellair	Bar gas	£ 30.00
30 April	Rialtas	System backup annual renewal	£ 544.80

##### Debit Card:

##### Credit Card:

11 April	Amazon	Hall Signage	£ 3.65
11 April	Amazon	Bar optic measures	£ 19.99
11 April	Amazon	Hall Signage	£ 34.90
11 April	Amazon	Hall Signage	£ 11.31
11 April	Amazon	Sum up machine for office	£ 74.98
11 April	Amazon	Baby Changing table	£ 34.37

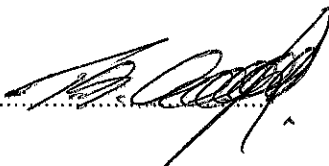
##### Barclays

11 April	Payment Sense	Monthly PCIDSS Compliance & Phone line charge	£ 49.74
14 April	Payment Sense	Monthly transaction charges	£ 30.30
15 April	Anglian Water	Monthly water charges	£ 45.00
			<u>32,465.72</u>

##### Bank Account Balances as at 30th April 2025:-

NatWest Bank	Current Account	£ 125,689.93
Barclays Bank :	Current Account	£ 101,958.53
NatWest Bank:	Credit Card Account	£ 0.00

Signed.....



<u>Sender</u>	<u>Subject of Correspondence</u>	<u>Action taken</u>
<b>Circulated (via email):</b>		
Helen Davies	Monthly Report - April 2025	Noted
Helen Davies	Annual Report	Noted
Helen Davies	Babergh and Mid Suffolk District Councils Media Release: Solar partnership brings boost for businesses	Noted
Helen Davies	Suffolk One Meeting – Student Parking	Noted
Suffolk Wildlife Trust	Wilder Communities Events Programme	Noted
Suffolk County Council	Bus Shelter quotations for maintenance work	Noted
BMSDC	LISTED BUILDING CONSULTATION NOTIFICATION Works to windows in listed buildings from Babergh and Mid Suffolk District Councils (LLBCO)	Noted
Helen Davies	Draft Residents Letter	Noted
BMSDC	Babergh Town and Parish Liaison Meeting (5th June)	Noted
M&S Team	Proposed M&S Store at Copdock – Meeting Request	Noted
UK Power Networks	UK Power Networks - Upcoming survey work	Noted
BMSDC	District-wide Community Governance Review 2025	Noted
BMSDC	Consultation on Babergh and Mid Suffolk Statement of Licensing Policy	Noted
BMSDC	Proposed Revised Community Infrastructure Levy (CIL) Charging Schedules – Babergh and Mid Suffolk District Councils – six-week consultation	Noted
Helen Davies	Monthly Report - May 2025	Noted
BMSDC	NSIP and large-scale energy developments update June 2025	Noted

**To be actioned at meeting on 10 June 2025:**

Petty Cash Top up request	Approved
Bank Account transfer request	Approved
Complete section 1 & 2 of AGAR form	Completed

**Invoices:**

Invoice for CAS – annual renewal of x2 mailboxes £48.00	Approved
Sharp – Monthly photocopying charges £73.96	Approved

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)