

PINEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 9 June 2026 at the Pinewood Community Hall at 7:20pm.

Present: Cllr. S. Peartree (Chair), Cllr. T. Collard, 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 (District Councillor), Cllr. Christopher Hudson (County Councillor)

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

26/87 APOLOGIES AND APPROVAL OF ABSENCES

Cllr. C. Emele – Due to work commitments. This was accepted
Cllr. A. Fosh - Recovering from an operation – This was accepted.
Cllr. Brian Davies (District Councillor)
PC Beth Harper & PC Adam Ferguson (Police)

26/88 TO RECEIVE COUNCILLORS' DECLARATION OF INTEREST IN ANY ITEM ON THIS AGENDA.

There were none received.

26/89 TO CONSIDER REQUESTS FOR DISPENSATIONS.

There were none received.

26/90 TO RESOLVE THAT THE MINUTES OF THE MEETING HELD ON TUESDAY 12 MAY 2026 ARE A TRUE AND ACCURATE RECORD.

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

26/91 TO CONSIDER ANY MATTERS ARISING FROM THE ABOVE MEETINGS AND NOT DEALT WITH UNDER ANY OTHER AGENDA ITEM.

There were none received.

26/92 SPEEDING ISSUES: -

- (i) Update from Police.
Update was issued from PC Adam Ferguson and is attached as appendix A.

26/93 TO RECEIVE PROGRESS REPORTS OR INFORMATION FROM: -

- (i) Clerk, including urgent decisions taken since the last meeting.
There was nothing to report that was not already on the agenda as an item for discussion.
- (ii) HR Committee Chair (Cllr. T. Collard)
Chair reported that many interviews were held for Hall & Events Co-ordinator position and we have successfully appointed a very strong candidate who has accepted the position and starts 22 June 2026.

Signed **S. PEARTREE**

(iii) Community Hall Committee Chair (Cllr. R. Manning)

Cllr. Manning reported that we recently had the Elton John tribute which was successful. He asked the Clerk about the Mini Me Market. Clerk reported there were 11 stall holders and 17 stalls in total. However, attendance by the public was not particularly high, resulting in the event finishing early which was a shame.

Cllr. Manning reported the 80's V 90's disco night is to be held this Saturday. Cllr. Manning asked if a Hall Committee meeting could be arranged once the new Hall and Events Co-ordinator has settled in so that introductions can be done.

(iv) Car Park Committee Chair (Cllr. S. Peartree)

Cllr. Peartree reported as follows:

- The car post has finally been replaced.
- The new sign has been installed, and a few comments suggest it is a bit low. Cllr. Peartree asked for everyone's thoughts. Majority felt it was well situated and can be seen. Clerk had obtained a quotation for pole extensions if needed. This was suggested to be discussed at the next car park meeting.

Chair (Cllr. Peartree) formally accepted the addition of item (v) to the agenda.

This addition is permissible under the Local Government Act 1972 as the matter is considered to be of 'Genuine Urgency' and the matter arose after the agenda was published and a decision is urgently required as delaying the decision until the next scheduled meeting would be detrimental to the council if the request from Minister Robinson is not formally rejected as usage of this nature from an organisation that is not actually a user of either the community hall or the church would break the terms and conditions of the car park lease the parish council holds with Ipswich Borough Council as owners of the land.

(v) To consider car park usage request from Minister Simon Robinson

Minister Simon Robinson had requested the car park committee consider the following request:

"We are a small CIC organisation which look after young people aged between 8 and 24 who have severe learning difficulties and complex needs. We run a daycare provision based at Gosbeck Village Hall as well as an after-school and holiday club and offer transport to those young people who live in Ipswich.

We are looking for a meeting point and safe area where parents can drop their children so we can pick them up to take them either to Gosbeck or out in the community. The pick ups and drop offs usually take approximately 10mins, some in the morning (at around 9am or sometimes 10am during the school holidays) and some in the afternoon (at around 3pm or sometimes 4pm during school holidays or 6pm on after school club days during term time: Wednesdays, Thursdays and Fridays).

We were wondering if it might be possible to use the church car park for our pickups and drop offs?

We would be happy to make a donation to the church or pay a fee in return for the use of the car park".

Chair asked all Councillors for their comments, she said that whilst it would

Signed S. PEARTREE

normally be discussed first by a car park committee meeting as there is no car park meeting planned in the near future and as the is to do with the lease of the land the parish council holds with Ipswich Borough Council it is ultimately a decision that rests with the full council which is why it's necessary for this to be discussed urgently at this meeting.

After a discussion regarding the lease restrictions and the implications this would cause, the request from Minister Robinson was put to a vote: By a showing of hands all present Cllr. Peartree, Cllr. M. Manning and Cllr. R. Manning (all members of the Car Park Committee) together with Cllr. Collard and Cllr. Mayhew all agreed to reject this request due to it breaking the terms and conditions of the lease. It was suggested that if we fail to abide by the terms of the lease then the support from Ipswich Borough Council will be lost for support to turn down any future requests of this nature.

Clerk did advise that there had been a parent use the car park to do school drop offs and collections. When challenged by the caretaker it was advised that Christine (wife of Simon) gave them authority to use the car park. Clerk also advised that a hearse arrived the other day without warning. It was agreed that better communication is needed.

26/94

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 joined the meeting via video call and reported as follows:

- Suffolk One parking issues – A request for freedom of information has been requested to know what's going on. There is clearly not enough parking and students are continuing to be very rude to residents when approached and asked the Clerk if she had received many reports. Clerk advised that she hadn't, but following the recent public meeting Cllr. Helen Davies provided her contact details and was collating the reports.
- Now responsible for highways which is a big job as the roads are in a terrible state. Unfortunately, there is not enough money as financial support is also required at the council for SEND children and social services. Therefore, planning is underway to spread the money about to help everyone. A JCB piece of machinery that fixes potholes

Signed S. PEARTREE

will be leased and used to target pot hole in and around roads in the county.

- The new M&S is a concern regarding how this will impact the highways also.
- Anti-Social Behaviour from tenants in Pin Mill Close – A concerned resident had made contact and is having a very distressing time dealing with loud music being played on and off through the day and night. Orwell Housing have been contacted, and nothing has been done. Environmental Health at Babergh have been informed but no reply has been received. Police have been informed and are not able to help. Clerk advised she was aware of this and had contacted Cllr. Helen Davies, Police and Cllr. Hudson to ask for some support. After a discussion it was agreed that the Parish Council would write a letter directly to Orwell Housing and Environment Health at Babergh and copy in Cllr. Hudson who would also follow this up to try and rectify this problem as the resident currently lived alone and is going through hell.
- Cllr. Hudson reported that the new bins are being collected by District but they are not being passed onto County very well and food is being left and maggots appearing. Clerk advised she had not received any complaints as yet.

Cllr. Hudson asked for any questions or information from the Parish Council. Cllr. Collard reported the manhole cover along on Ellenbrook Road, making a 'drum' like noise when vehicles pass over this. It was advised that this falls under the responsibility of Anglian Water. Contact has been made with Anglian Water. Cllr. Collard asked Cllr. Hudson if there was anything he could do to help push this along. Cllr. Hudson asked for all correspondence to be sent over along with photographs and exact location. He would then contact Anglian Water also. Cllr. Hudson asked about the speeding issues previously mentioned from past meetings and asked whether the SID could be re-installed. Cllr. Collard advised that since the County Council's speeding sign had been re-installed the speeding along Ellenbrook Road had improved. Therefore, the SID has not been considered.

Chair thanked Cllr. Hudson for joining the meeting.

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

Cllr. B. Riley was not present and did not provide a report.

Cllr. H. Davies reported as per appendix B. In addition to the report. It was raised that the parking along Ward Road is becoming more dangerous as buses do not stop and you cannot see past the bushes. It was suggested that this whole road should be yellow lines.

Cllr. Collard raised that Thorington park had not received their new bins yet.

26/95

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

(i) DC/26/02056 – 11 Knutsford Close - Erection of a single storey side extension

This had been circulated previously for all to read. After discussing the plans, the council agreed it had no objections to the application.

Signed S. PEARTREE

- (ii) DC/26/01177 – 10 Rudlands - Erection of two storey side extension; Erection of single storey rear extension; Erection of Porch; Re-roof existing dwelling; Construction of paved front parking area
Chair advised that this application had already been granted.
- (iii) To consider any applications for planning permission as notified by the District council received by the Clerk after the issue of agenda.
There was none received.

26/96

HIGHWAYS / FOOTPATHS / BIN / SEATS OR BUS SHELTERS

- (i) Update on Bus Shelters
Clerk advised that the remaining bus shelter will be installed this week.
- (ii) Update on Litter bin installation.
Clerk advised she had made contact with other Parish Council Clerks to ask who they use, but had only heard back from Copdock & Washbrook Parish Council. Contact has been made to their handy man, but no response has been received yet.
- (iii) Update on Litter bin repairs required.
Clerk advised that the dog & litter bin are missing down Sprites Lane in Belstead Meadow. After a discussion about options for a new bin it was suggested by Cllr R. Manning to have just one bin that serves both purposes of waste. This was put to a vote and agreed by unanimous showing of hands to purchase one dual bin 'Glasdon Jubilee™ City 100 Litter Bin' which can be used for both at a cost of up to £400 plus vat.
- (iv) To discuss any other concerns.
There were none received.

26/97

YEAR-END:

- (i) To review Internal Auditor Report for year ending 31 March 2026.
Clerk confirmed the report had been completed by Heelis and Lodge and has been circulated round previously for all to read. Clerk reported that additional reports were required for Assertion 10 this year.
Chair thanked the Clerk for all her hard work particularly with all the additional information required this year.
- (ii) To address any matters / recommendations requiring action.
There were none received.
- (iii) To formally 'sign off' the accounts for year ending 31 March 2026.
This was signed by the Chair at the previous meeting.
- (iv) To complete Sections 1 and 2 on the Annual Return 2025/2026.
Section 1 was read aloud by Chair and relevant boxes ticked as Yes or No as appropriate. Section 2 was checked to accounts, agreed and duly signed by Chair and Clerk.
- (v) To adopt Data Protection Policy
This had been circulated round previously for all to read. This was formally adopted by all.

Signed S. PEARTREE

26/98

DISCUSS OPTIONS TO CHANGE WEBSITE PROVIDER

Clerk raised how difficult the website is to use when displaying information and organising into a clear and effective way for the public to be able to find and read. After a discussion, it was agreed that a new website is required and Clerk to contact other local Parish Councils to recommendation and liaise with Cllr. Emele for some guidance and support.

26/99

FINANCIALS:

- (i) To note expenditure since the meeting on 12 May 2026.
Clerk had previously circulated this beforehand to all Councillors to review. See Appendix C. This was approved by all.
Cllr. R. Manning mentioned the main NatWest account was close to £120k and monitoring of this is critical. Clerk advised that this is the main working account and this will reduce over the coming months until the precept is received again in September 2026.
- (ii) To agree any other expenditure / petty cash top up requests.
Clerk reported a petty cash top up was required. This was approved and signed by Cllr R. Manning and Chair.
- (iii) To sign off April 2026 Bank Reconciliations from Rialtas.
These were signed by the Chair.
- (iv) To approve/sign off any financial corrections made on Rialtas.
There were none received

26/100

ITEMS FOR CONSIDERATION FOR INCLUSION ON THE NEXT AGENDA.

- Website

26/101

CORRESPONDENCE.

Clerk had previously circulated this. See Appendix D.

26/102

DATE OF THE NEXT MEETING.

This was agreed to be Tuesday 14 July 2026.

26/103

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 8:48pm.

Chair / Vice-Chair S. PEARTREE

Dated..... 14/07/2026

Report for Parish Council Meeting – 9 June 2026

Good Evening

Unfortunately, I am unable to attend the meeting due to operational commitments. I do not have a formal report to circulate on this occasion; however, I can provide a brief update for the parish:

Kingfisher Avenue has recently experienced instances of anti-social vehicle use during evening hours. Where operationally feasible, marked police vehicles will be deployed in and around the vicinity to provide reassurance and deterrence.

Residents are encouraged to report any incidents and, where possible, obtain and log vehicle registration details. Any supporting footage, such as CCTV or dash cam recordings will assist with enforcement action.

Traffic calming measures are not something we are currently able to progress further at this time. However, occasional speed enforcement checks continue to be carried out on Scrivener Drive.

Kind Regards,

?

Adam Ferguson

**Police Constable 808 – Community Policing
Team**

Stoke Park & Sprites

Suffolk Constabulary

Landmark House

IP1 4PB

Monthly Report May&Jun'26 - Sproughton & Pinewood Ward

GENERAL UPDATES

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

May 2026 Suffolk County Elections

May was a bit busy with elections. I certainly got my 10,000 steps a day in delivering leaflets and felt fitter although my knees ached more. I was standing for Brook ward against the existing county councillor Christopher Hudson who retained his seat with a very clear majority against all other candidates. Overall, there was a major shift away from the previous conservative majority:-

Party	2026 # Seats	2026%	2021 # Seats	2021%
Reform UK	41	59%	0	0%
Green	13	19%	9	12%
Conservative	9	13%	55	73%
Labour	3	4%	5	7%
Liberal Democrat	2	3%	4	5%
Independent	2	3%	1	1%
West Suffolk Independent	0	0%	1	1%

It remains to be seen how this will pan out over the next few months. Reform have elected a leader - Michael Hadwen. There is now a cabinet & portfolio holders have been appointed - Christopher Hudson is the portfolio holder for Transport & Highways so I'm looking for a much more focus on the traffic issues & potholes in Sproughton & Pinewood as it is part of his ward!

Devolution & Local Government Reorganisation: Normal service has now resumed having been paused during the election moratorium. In Mid May, all six councils jointly launched the **Future Suffolk website**, providing a single hub for information, public engagement, and updates on reorganisation. Worth a visit - see www.suffolklgrhub.gov.uk

The district councils are continuing to look at the various workstreams to figure out how things will work post 31Mar28. My worry is partly about the staff - there will be job losses which is difficult for the people concerned. As usual people will probably jump ship beforehand which could mean its more difficult to deliver regular services. Babergh has held multiple meetings with staff to keep them updated on current status.

Later on this year the next big step in the process happens - the Structural Change Order due Q4'26. A Structural Change Order is "the mechanism by which an LGR programme controls and authorises changes to the agreed structure, governance, services, workforce, or operating model of the new council(s), ensuring that decisions are transparent, assessed, and formally approved." However, one of Reforms first steps has been to challenge the LGR '3 unitaries' decision with a Judicial Review which went in towards the end of June. I'd be surprised if this succeeds as you would think the Labour Government would have made the LGR decisions as difficult to challenge as possible - however - we watch and wait.

Better Recycling (formerly known as Simpler Recycling): Simpler Recycling has now been launched. We got our bins just in time during the last week of May. I, like most people are probably still getting used to sorting things out - I actually labelled the bin lids with what goes in so I don't make a mistake 😊. The vast majority of bins have been delivered - blocks of flats were done later than everyone else

Monthly Report May&Jun'26 - Sproughton & Pinewood Ward

covers the 'how' i.e. what we are planning to do next to continue on with reducing our emissions. There will certainly be further work on social/sheltered housing plus work on our leisure centres.

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 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: Myself and Cllr Barber are meeting with Suffolk Highways in Sproughton next week to go through all the improvements listed in the Traffic Report I submitted to them. Money will be the sticking point again 😞

Nature Reserves: The legal agreement was sealed by Ipswich and sent back to Babergh. Our biodiversity officer has submitted the whole pack to Natural England for the formal and final designation. Capel St Mary LNR has also gone to Natural England and I am now working on a local nature reserve for Belstead.

Gipping River Path: The Public Right of Way team have now agreed access routes to the river across privately owned land. The team are aiming to do the repairs early July.

Ipswich Flood Barrier

It is looking hopeful that we can fund the feasibility study for this project- timing should be decided soon. Development costs are likely to be well into 6 figures but we have begun to look for funding for that too.

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

Helen Davies

MINUTES OF MEETING TUESDAY 9 JUNE 2026

EXPENDITURE TO BE NOTED/AGREED.

To note expenditure since the meeting on 12 May 2026

NatWest

<u>Direct Debits:</u>	<u>Pavee</u>	<u>Description</u>	<u>Amount</u>
07 April	PWLB	Loan Repayment	£ 12,306.05
08 April	Tesco Mobile	Monthly mobile charges	£ 29.18
08 April	Greene King	Bar Supplies	£ 632.02
09 April	British Gas	Monthly gas bill	£ 178.58
14 April	Spotify	Music subscription	£ 12.99
14 April	Sage UK	Payroll subscription	£ 69.00
20 April	British Gas	Monthly electricity bill	£ 595.52
28 April	Babergh DC	Monthly bin collection charges	£ 26.45
30 April	NatWest	Monthly bank charges	£ 25.21

Electronic Payments:

16 April	Panther Security	Annual Maintenance Contract renewal	£ 935.17
16 April	Sharp	Monthly photocopying charges	£ 31.13
24 April	Various	Salary/HMRC/Pension	£ 12,361.68
27 April	Organise Events	Murder Mystery Event	£ 456.00
27 April	Rialtas	Annual Subscriptions	£ 3,148.80
27 April	B Clean	Community Hall / Bus Shelter cleaning / Signs	£ 135.00

Debit Card:

10 April	Tesco	Bar Supplies	£ 1.40
10 April	Bookers	Bar Supplies	£ 53.08
17 April	Tesco	Bar Supplies	£ 4.50
17 April	Bookers	Bar Supplies	£ 235.55

Credit Card:

13 April	Amazon	Sum Up Machine	£ 59.99
13 April	Amazon	Bar Supplies	£ 49.41

Barclays

10 April	Payment Sense	Monthly PCIDSS Compliance & Phone line charge	£ 49.74
15 April	Anglian Water	Monthly water charges	£ 144.00
16 April	Payment Sense	Monthly transaction charges	£ 53.92

31,540.45
Bank Account Balances as at 30th April 2026:-

NatWest Bank	Current Account	£ 115,990.43
Barclays Bank :	Current Account	£ 50,358.76
NatWest Bank:	Credit Card Account	£ 0.00
Redwood Bank:	95 Day Notice Savings Account	£ 82,681.27

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

CORRESPONDENCE LIST – JUNE 2026

<u>Sender</u>	<u>Subject of Correspondence</u>	<u>Action taken</u>
Circulated (via email):		
BMSDC	Better Recycling Monday June 1 st	Noted
Suffolk County Council	Preview of new LGR website Future Suffolk	Noted
BMSDC	Joint Local Plan Scoping Consultation 2026	Noted
BMSDC	NSIP and large-scale energy developments update June 2026	Noted

To be actioned at meeting on 9 JUNE 2026:

Minister Simon Robinson	Car Park Request	Rejected
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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)