



STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ
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Chair – Keith Marlow

Vice Chair – Greg Meadwell

Minutes of the Meeting of Stanton Parish Council held on 9 October 2025 at Stanton Village Hall.

70. Election of Chairman – Cllr Meadwell took the Chair for this item.

Keith Marlow was nominated and seconded and all in favour. As he was not able to be present at the meeting, he will duly sign the declaration of acceptance of office for the position on his return and this will be countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.

71. Roll Call & Apologies

The following councillors were present:

Dee Burdett	Greg Meadwell (Vice Chair)
Lorraine Frost	Martin Scowcroft
Barry McDonald	

Apologies for absence were received from the following councillors:

	Reason	Approved/ not approved
John Frizzell	Medical	Approved
Keith Marlow	Work	Approved

72. Minutes

The minutes of the meeting held on 4 September 25 were confirmed as a correct record and were signed by the Chair.

73. Public Forum: Two members of the public attended but did not wish to address the parish council.

74. Report from West Suffolk District Councillor Jim Thorndyke

a. Report from West Suffolk District Councillor Jim Thorndyke

- West Suffolk Council are still pursuing the issue of the 'Rose & Crown' sign being replaced with the property owner.
- Lighting at the Co-op store was still being chased by West Suffolk Council Cllr Meadwell asked when the 'temporary fix' involving a cable across the footpath and barriers would be resolved as the store had been open for nearly 2 years. This was an issue for Suffolk County Council and C Cllr Spicer would chase this. Cllr Burdett asked why the councillor details on the West Suffolk website for the Parish Council were not up to date. The Clerk admitted that this had been overlooked and would be rectified on Monday.

b. Report from Suffolk County Councillor Joanna Spicer:

- A date to replace the streetlight at The Grundle had been set as 16 October.
- Highways would provide a costing for the warning signs along Grove Lane (Elderly persons), and the 'Not suitable for HGVs' sign on Old Bury Road.
- Wash Lane – although technically a Highways responsibility as a U class road, the Rights of Way team had agreed to add this to their cutting schedule and recharge Highways accordingly.
- C Cllr Spicer would be willing to help with reviewing and updating circular walks information within Stanton.
- The resurfacing and white lining of the A143 between Ixworth and Stanton would be redone at no cost to the public purse. Due to unexpected weather on the day that the resurfacing took place, it had not 'taken' properly and the contractor would remedy this. Cllrs were asked to report any missing white lines to C Cllr Spicer so she could ensure these were completed.
- C Cllr Spicer asked D Cllr Thorndyke if there had been any update on the Bloors development and D Cllr Thorndyke confirmed that the Reserved Matters Planning Application had not yet been received by West Suffolk Council. Some concern was raised regarding the access onto Bury Lane but it was made clear this was for emergency vehicles only and there is a requirement to have two different access points for emergency vehicles for a development of this size. The Clerk had reported encroachment on Bury Lane just passed the junction with Fordhams Close where up to 2 foot of roadway had been 'lost' but had been informed that this did not meet the County Council's intervention criteria.

75. Permissive Paths – The Chairman agreed to consider this agenda item next so that C Cllr Spicer would be able to respond.

- i. The Clerk had received an email from the co-owner of Chare Farm Land informing the Parish Council that the Permissive Pathway Grid Ref: TL 962 740 access had ended and asked the Parish Council to remove the dog waste bin that was situated on their land off Barningham Road. C Cllr Spicer confirmed that Permissive Paths are where the landowner has given the public permission to use but that this can be withdrawn at any time. The Clerk would respond to the resident that had raised concern, and it was agreed that the dog waste bin would be moved to the opposite side of Barningham Road by the cut through to Old Barningham Road.
- ii. Wyken Farms wished to temporarily close a permissive right of way connecting Bury Lane with Wyken Road so that work could be undertaken to thin the belt of trees. The Rights of Way team at Suffolk County Council may be able to help with providing signs for the closure.

76. Clerks Report – The Clerk's Report had been circulated with the agenda and the following was highlighted:

- The toilet refurbishment was complete and both toilets had been stocked with consumables. The lock for one of the doors had to be replaced when it suddenly stopped working and new toilet door signs showing Male and Female would be put up.
- The job description and job advert for the caretaker role would need to be reviewed before recruitment could begin.

77. Declarations of Interest

There were no declarations of interest.

78. Statutory Business / Governance

a. Accounts

i. Finance Report – the report was received and accepted.

Cleared transactions since last meeting

Cleared receipts	£395.73
Cleared payments	£4,698.87

Bank Reconciliation

This was received and signed by the Chair of Finance Committee.

Balance per Bank Statements	£123,565.55
Unpresented payments	£20.00
Unpresented receipts	-£30.00
Adjusted Bank Balance	£123,515.55

ii. Schedule of Payments – councillors approved the following payments:

Salaries (all)	BACS	£1,732.84
Clerk Reimbursement for Phone/Internet (3 x mths)	BACS	£30.00
Cemetery – Grave Digging	BACS	£150.00
Room Hire – Stanton Village Hall	BACS	£60.00
SALC – 6 months Payroll Service	BACS	£111.60
Culford Waste – Skip for Fireworks	BACS	£220.00
PWLB – Loan Repayment	Direct Debit	£10,064.91
Water – Cemetery	Direct Debit	£18.49
Water – Recreation Ground	Direct Debit	£918.95
Water – Clock Tower	Direct Debit	£10.00
Stamps	Debit Card	£13.92

The Chairman signed the Schedule of Payments as listed in **ii** above.

iii. Quarterly Budget Monitoring Report was received and noted. The Clerk concluded that the Parish Council are currently spending less than budgeted but with several projects and expenditure expected over the coming few months.

- b. Co-option to vacant seats** - Councillors agreed that the 4 vacancies on the Parish Council should be advertised and any applications considered at the December meeting.
- c. Community Governance Review** – The Parish Council received a briefing note from West Suffolk Council regarding a Community Governance Review that they would be undertaking commencing in December.
- d. Interest earning bank accounts** – Cllr Scowcroft had researched a number of banks that could provide accounts with higher interest than is currently being received. The parish council would need to agree how much should be held in these accounts and how much notice would be needed to ensure the council could continue to operate efficiently whilst earning higher interest. The Clerk would review the cashflow over the past few years and provide a report at the Budget meeting on 27 November 2025.
- e. Annual Governance and Accounting Return (AGAR) – IT Change** – The Parish Council received the briefing note and agreed with the actions and implementation timeline. A new email address for the parish council would be commissioned using a domain 'gov.uk'. The Clerk would enquire what the cost would be for 2 additional

emails to be used by the Chairman and Vice Chairman. The website would be moved to the new domain name with no change to the content and the Clerk would draft a new IT Policy for consideration by the Parish Council.

79. Planning Applications

a. New Applications

i.	DC/25/1481/TCA Church View, Old Bury Road	No objections.
ii.	DC/25/1503/TCA Foundry House, Old Bury Road	No objections.

b. Appeal by Berkeley Leisure Group Ltd for Land Opposite Vicarage Farm, Upthorpe Road. **The appeal was noted**

80. Matters for noting and resolution:

a. **Play Area Inspection Reports for September 2025** – the reports were received and noted. Cllrs Meadwell and Marlow regularly inspect the play areas and undertake repairs where necessary.

b. **Village Issues List** – list to be updated as follows:

1 – Highways

- 1.2 No HGVs turning left bottom of Upthorpe Road – awaiting completion by SCC
- 1.4 Replacement of Streetlight at The Grundle – due to be replaced 16 Oct 25.
- 1.5 Encroachment of Bury Lane – reported to SCC but does not meet intervention criteria.

2 – Grounds

- 2.1 Flagpole repair – to approach different contractor
- 2.2 Bus Shelters – gutters cleared – to finish with painting
- 2.3 Village sign – to approach different contractor
- 2.4 Entrance to VH – cleared

The following concerns were raised – the Clerk would investigate, take photos, and report as necessary:

- Barningham Road – pavement on narrow section – encroachment
- Upthorpe Road LH side – overgrown
- Blocked gullies throughout village
- Pavement between Rectory Gardens and Church Close – overhanging brambles and plants.

c. This item was considered earlier in the agenda.

d. Fireworks Display

- i. The budget was received and approved.
- ii. The Event Plan was received and approved.
- iii. It was agreed to bring forward the opening of the gates to 5.30pm to cater for early arrival of vehicles and prevent queuing.
- iv. Tickets were due to be collected and would be distributed to Hillcrest Nursery and the Post Office and posters would be displayed. All other arrangements were in hand.

e. **Application for Ashes Grave Memorial** – an application for a memorial for Cedric Michael and Maureen Ann Frost was received and approved.

- f. **Toilet Refurbishment Project** – the white lining had now been completed where the car park had been dug up for the new drain. The toilets would be opened forthwith.
- h. **Mobile Catering Request** – the Parish Council had received a request from Real Thai Food in Hadleigh to use the car park as a venue for their food truck on a Saturday evening. The following comments were made:
 - Would need to rely on social media/word of mouth to promote as not in a central nor open location.
 - Would need to check with Village Hall and avoid any dates with events taking place.
 - Approve for one occasion and then review.

81. Correspondence received:

- a. PCC September update – noted
- b. Warm Homes Loan Scheme update – noted
- c. Stanton – Affordable Rural Housing and Funding for Housing Needs Surveys – noted.

82. Matters for discussion:

- Woodland Trust – Cllr Frost confirmed that 100 trees and hedging plants had been ordered – there was no cost but concern was raised that we would need to seek permission from SCC to plant trees on Old School Park as leaseholders.
- Bus Stop Improvement Grant – Cllr Burdett confirmed that submissions could still be sent. It was suggested that Stanton’s submission consist of 2 x new bus shelters with ‘Live’ boards or Shepherds Grove Park, and 2 ‘Live’ boards for the 2 existing shelters in the village.
- Barcham Trees – they had confirmed to Cllr Burdett that they couldn’t donate any trees but could provide at trade price if required.
- Benches for the Recreation Ground and Old School Park – Cllr Burdett suggested that the parish council consider purchasing a number of benches as discounts were given for larger numbers ordered. It was suggested that an overall plan for both areas needed to be agreed.

83. The next Parish Council meetings are as follows:

- **Thursday 13th November 2025 at 7pm**
- **Thursday 27th November 2025 (Budget) at 7pm**

84. Meeting concluded at 21:00 hrs

Signed by:

Chairman: _____

Date: _____