

**Sweffling Parish Council meeting
10th March 2026 7:30pm
Sweffling Hut, The Street, Sweffling**

MINUTES

SPC/2026/03/78 Chair's welcome: The Chair welcomed everyone to the meeting and read out the recording statement.

SPC/2026/03/79: Attendance and Apologies

1. Present: Cllr John Tesh (Chair), Cllr Amanda Daniel, Cllr Jillian Abbott, Cllr Audrey Lummis, Cllr Eleanore Fitzgerald.

Resident: Mike Smithson (advisor on flooding matters) and the Clerk Peter Grogan

2. **Apologies:** There were apologies from Cllr Jenny Tyson who was on holiday (Approved)

SPC/2026/03/80 Declaration of Interests: Cllrs Tesh and Daniel declared they had an interest in the mowing of the Churchyard (**87(c)**) as they are on the Church Council. Cllr Daniel also declared an interest in the planning application **DC/24/3442/OUT**.

SPC/2026/03/81 Minutes of Last meeting:

1. **Approval of minutes:** The minutes of the last Parish Council meeting of the 13th January 2026 were agreed and signed as a true record.

Proposed by Cllr Daniel, **seconded** by Cllr Fitzgerald, **Approved** unanimously. They were duly signed by the Chairperson

Grit Bins, the Picnic Bench, Dog fouling signs, Neighbourhood Watch and Jubilee Field Hedge are all discussed later in the agenda.

SPC/2026/03/82: Reports from County Council, District Council

- a) **County Council** – the report had been circulated. Cllr Burroughes attended the meeting and highlighted the following:
 - a. Trials would shortly commence of electric driverless bus/trams in Suffolk towns such as Ipswich, Beccles and Bury St Edmunds

- b. The Chief Executive of Suffolk CC is to stand down as a precursor to the elections on 7th May 2026.
- c. The Government decision on the Unitary Authority will be made during March; a shadow authority will be elected in May 2027 and Mayoral elections in May 2028.
- d. The CC is to introduce new powers to remove vehicles and penalise motorists who leave cars on highways due for repair.

Cllr Abbot raised a question over roadworks and how there was often poor or no signage to indicate where and when roads were to be closed for repair.

Cllr Burroughes said all major works should be available on the Causeway – One Network [One Network](#). Smaller pothole works were not all listed here but should only take 15mins to 30mins. Cllr Burroughes emphasised that Suffolk had allocated all the £70million provided by Central Govt to repairs in the County.

Cllr Tesh raised a question over the liability for repair of the triangular islands and grass verges on Mill Lane (see Agenda item 87(f)). The damage was caused by traffic diverted by the Water Board road closure adjacent to the Sweffling White Horse.

Cllr Burroughes said it was possible that he could challenge the Water Board on this matter and asked for Cllr Tesh to send him photographs of the damage in question.

- b) **District Council** - the report had been circulated. Cllr Langdon-Morris attended the meeting and highlighted the following:
 - a. Water quality testing was being carried out by the Deben Climate Group to establish the levels of bacteria and nitrates / phosphates in the local river catchment areas. He will be sending out reports and updates.

SPC/2026/03/83: Local Infrastructure Projects:

- a) **Water Storage and Reservoir:** Cllr Abbott praised the County Council for their report on this project and the impacts on the Local Community.
- b) **Lionlink:** The Clerk has submitted the response to consultation drafted by Cllr Abbott. The Council expressed its thanks to Cllr Abbot for preparing the document. <https://www.suffolk.gov.uk/asset-library/sccs-sw-consultation-response.pdf>
- c) **Strategic approach:** it was noted that SALC had appointed to a 2 day a week post to look at co-ordinated responses to National Infrastructure Projects (NISPs). It was also highlighted by Cllr Burroughes that County Cllr Richard Rout has Cabinet responsibility for oversight of the projects in Suffolk.

SPC/2026/03/84 Co-option to be a standing agenda item.

SPC/2026/03/85 Audit Preparation 2025-2026

- a) **Approval of Internal Auditor:** The Parish Council was asked by the Clerk to approve SALC as the Internal Auditor for 2025/26.

Proposed Cllr Daniel **Seconded** Cllr Abbott, **Approved** Unanimously

- b) The Parish Council was asked by the Clerk to approve the adoption of the ICO Model Publication Scheme and publish to the website.

Proposed Cllr Daniel **Seconded** Cllr Fitzgerald, **Approved** Unanimously

SPC/2026/03/86: Finance

- a) **To authorise cheques** – none processed
b) **Balances as at 24/02/2026:** Current Account **£5,432.29**, Premium Account: **£5,322.12**
c) **To complete the ICO Direct Debit Mandate**, signed by Clerk and Cllr Tesh.

Proposed Cllr Abbot **Seconded** Cllr Tesh, **Approved** Unanimously
ACTION: Clerk to send the mandate

- d) **To note VAT recovery** – The Clerk had sent a note that £261.88 had been recovered
e) To approve a transfer to Premium Account: Given the balance in the current account the Clerk had proposed a transfer of £1,000 to optimise interest payments.

Proposed Cllr Daniel **Seconded** Cllr Tesh, **Approved** Unanimously
ACTION: Clerk to transfer the £1,000

- f) **Approve on-line payments already authorised on-line:**

1. Clerk Salary January 2026	£236.27
2. Clerk salary February 2026	£236.27
3. ICO Registration Fee	£52.00
4. SALC Payroll 6 months	£54.00

Proposed Cllr Abbott, **Seconded** Cllr Daniel, **Approved** Unanimously

SPC/2026/03/87: Village Matters:

- a) **Grit Bins:** Following consultation with other Cllrs and a tour of the village Cllr Abbott compiled information to be sent to the Highways Directorate to have the outstanding grit bins at Holdens Lane, Woolnough Lane, Rectory Road and Dernford Hall added to the list and filled.

Proposed Cllr Abbott, **Seconded** Cllr Daniel, **Approved** Unanimously
ACTION – Clerk to submit the application form with photographs

- b) **One Way System Proposal:** Following a number of accidents and near misses, Cllr Daniel asked that the Parish Council consider putting in motion a proposal to have a one-way system implemented on village access to the B1119. A sketch map was circulated to Cllrs. A detailed proposal would need to be drawn up in consultation with SCC Highways, the Police and other statutory bodies for authorisations, permissions and costs etc.

This item to be reconsidered after the May elections when our County Cllr representation will be formalised for the new Financial Year

- c) **Neighbourhood Watch:** The Clerk has put the link on the website [Our Watch](#)
- d) **Grass cutting to the Churchyard:** Cllr Daniel asked the meeting to consider a contribution towards cutting the grass in the Churchyard.

Following discussion of finances and costs etc it was put to a vote but there were issues with establishing a majority due to Cllrs being on the Church Council. Following advice from Cllrs Burroughes and Cllr Langdon-Morris this item to be deferred until voting regulations can be confirmed by the District Monitoring Officer.

ACTION: Clerk to write to the Monitoring Officer to ask if Church Council Committee members with a declared interest can vote on such matters with a dispensation.

- e) **Damage to Mill Lane Verges:** Following questions earlier in the agenda Cllr Tesh to send further information and photographs to Cllr Burroughes.

ACTION: Cllr Tesh to discuss possible cost of reinstatement with David Kindred

- f) **Sweffling Conservation Stewards Group:** Cllr Daniel let the Council know that this Group was now active in the village carrying out fauna and flora surveys, erecting bird and bat boxes, and applying for grants to improve the ecological profile of the whole village including Jubilee Field, the Churchyard, the Townland Meadow and verges.

It was also noted that some landowners are carrying out rewilding in fields adjacent to the village taking advantage of Government scheme grants.

- g) **Defibrillator Training:** Cllr Tesh advised that the training has been completed. An excellent course conducted by St John's Ambulance had 24 attendees for the 2 hours including Defibrillator training and CPR.

Cllr Tesh provided refreshments at a cost of £7.20. It was proposed that the Council agree to reimburse Cllr Tesh

Proposed Cllr Abbott, **Seconded** Cllr Fitzgerald, **Approved** Unanimously

ACTION: Cllr Tesh to send banking details to the Clerk

h) Jubilee Field:

- a. Dog fouling signs – The signs were collected. Cllr Tesh and Fitzgerald agreed to erect them around Jubilee Field.

ACTION: Councillors to erect signs around the Jubilee Field.

- b. **Fence / Hedge on Jubilee Field:** - the fence has been repaired.

- i) **Picnic Bench:** The Council agreed to purchase the bench from the preferred supplier Realise Futures at a cost of £952.45 plus VAT. It was agreed to ask Cllr Tyson to be the contact for delivery instructions. £500 had been funded by Cllr Langdon-Morris District Council Grant.

Proposed Cllr Abbott, **Seconded** Cllr Daniel, **Approved** Unanimously

ACTION: Clerk to order the Table from Realise Futures

SPC/2026/03/88: Flooding Update / Emergency Plan

1. Mike Smithson attended the meeting he was able to give an update:

Following the last meeting Mike had been in touch with the County Resilience Officer Charlie Smith. It was anticipated that if the schedule of works across Suffolk went according to plan there should be progress on the works by December 2027.

Work was need on the “leaky dam” to make it more robust in case of future flood events.

Conversations with Cllr Langdon-Morris indicated that some grant monies may be available from the Emergency Resilience Fund

ACTION: Clerk to write to Cllr Langdon-Morris and Charlie Smith for directions on how to access funding

The Parish Council thanked Mike for his hard work in making this report possible.

Following on from the last meeting there was still an issue with drainage behind the Orwell properties of 1,2,3 Jubilee Close backing onto 3 and 4 Holdens Meadow

ACTION: Clerk to follow up with Orwell and ask them to clear the ditch

SPC/2026/03/89: Correspondence – None received**SPC/2026/03/90: Planning:**

1. **To receive planning Decisions – None Received**

2. To consider planning applications –

Ref. No: **DC/24/3442/OUT** | Received date: Tue 24 Sep 2024 | Status: Pending Decision | Case Type: Planning Application

[Alde House Glemham Road Sweffling Saxmundham Suffolk IP17 2BQ](#)

The Parish Council noted that this was a minor update to the plans and there were no significant changes to the scheme

SPC/2026/03/91: Any other Business:

1. Cllr Abbott Resignation: Cllr Abbott has submitted her letter of resignation to the Chair, as she is leaving the village, and this is officially her last meeting.

The Chair expressed his sincere thanks for all her hard work over many years both as a Councillor and as Clerk and wished her all the best for the future.

ACTION: Clerk to remove Cllr Abbott from the Register of Interests and prepare for the vacancy / recruitment process.

2. The Public Forum: it was noted this was missing from the agenda and is to be reinstated.

ACTION: Clerk to ensure the Public Forum is on the next Agenda

3. Pensions Regulator: The Clerk ask the PC to note that Pension Regulation has been renewed.

SPC/2026/03/92: Date of Next Meeting:

Next meeting includes the AGM and is scheduled Tuesday May 12th 2026, in the Sweffling Hut to follow the Annual Parish Meeting.

This meeting to include the Parish Annual Meeting at **7:00pm**

ACTION: Clerk to invite reports from organisations around the village for presentation at the Parish Annual Meeting.

Peter Grogan Sweffling Parish Clerk and RFO - 23 March 2026