

**STRADISHALL PARISH COUNCIL**  
**Minutes of the meeting held on Monday 10<sup>th</sup> November 2025**

**Parish councillors present: Ian Hutchinson (Chairman), Adrian Lee, Ed Hollingsworth, Debbie Gates, Louise Latache, Jonathan Masefield and Robert Deeks.**

**Also present: Joanne Kirk (clerk), County Councillor Bobby Bennett, District councillor Marion Rushbrook and seven members of the public.**

**1. Acceptance of apologies for absence.**

No apologies were received. District Councillor Karen Richardson sent her apologies.

**2. Declaration of Interest in items on the agenda and dispensation requests.**

No councillors declared an interest in any items on the agenda and no dispensation requests were received.

**3. Approval of minutes of the meeting held on Monday 1<sup>st</sup> September 2025.**

It was resolved that the minutes were correct. The chairman then sign them.

**4. County Councillor's report.**

Cllr Bobby Bennett spoke about the following Suffolk County Council issues:

- The Local Government Review. Suffolk County Council's business case has been submitted to the Government. The outcome will hopefully be known in the New Year.
- Suffolk County Council has a gap in its budget gap largely down to the high cost of social care.
- Pothole season has started. She asked people to report them on the Highways reporting tool.
- She has reported the drains on the A143 near Stradishall Crossroads.
- The meeting between some parish councils in West Suffolk and Cllr Chris Chambers, Cabinet member for Transport Strategy, Planning and Waste County, on 15<sup>th</sup> October. She had made her views known to him prior to the meeting. Policy is being looked at by Suffolk County Council and there should be some updates in the next few months.
- Trees on Stradishall Crossroads and along The Street. She did not have an update.

**5. Public session.**

The following issues were raised during the public session:

- One person asked if a planning application has gone in for Stradishall garage. District Councillor Marion Rushbrook explained that no application has been submitted to West Suffolk Council yet, but the case officer Ed Fosker will keep her informed if an application comes in. Stradishall Parish Council explained that a planning meeting would be arranged if an application comes it between meetings and that the meeting would be advertised. The clerk agreed to put flyers in the shop to give out to people when an application is received.
- A question was asked about the provision of 'pedestrians crossing' warning signs near North Prison and outside the shop. The clerk agreed to contact Matthew Fox, the Highways Community Liaison Engineer for Stradishall to find out if it would be possible for signs to be installed.

**6. District Councillors' report.**

District Councillor Marian Rushbrook spoke about the following:

- She has locality funding available. She agreed to let the clerk know how much money is available.
- The Local Government Review. West Suffolk Council supports a three unitary option.
- The new Haverhill bypass.

**7. Crime update from the Haverhill Community Policing Team**

From 10<sup>th</sup> August – 11<sup>th</sup> October there has been a domestic non-crime, criminal damage and a domestic in Stradishall plus crimes at the prison. The criminal damage was to a business premises and a suspect identified but the victim did not support action.

**8. HERA report.**

The new bin has been installed.

**9. Update on list of actions agreed at the last meeting.**

There were no outstanding councillor actions.

**10. Finance**

a) **Approval of any payments and signing of Schedule of Payments.**

It was resolved that the following payments would be approved:

- J P Kirk – expenses – LGA 1972, s111 – **£28.08**
- Risby Parish Council – phone costs - LGA 1972, s111 - **£26.86**

Jonathan Masefield and Debbie Gates checked and signed the Schedule of Payments.

b) **Approval of payments authorised between meetings.**

No payments were authorised between meetings.

c) **Statement of receipts and payments made since the last meeting.**

**Payments**

Date	Minute	Description	Supplier	Total
02/09/2025	372/10a	Clerk's expenses	J Kirk	£26.47
02/09/2025	372/10a	Scribe accounting software	Starboard Systems Ltd	£165.60
22/09/2025	353/10e	Hedge cutting	K Hutchinson & Son	£141.00
22/09/2025	354/10k	Bank charges	Lloyds Bank	£4.25
30/09/2025	353/10e	Grass cutting	Adrian Lee Contract Services	£756.00
30/09/2025	353/10e	Grass cutting	Adrian Lee Contract Services	£144.00
20/10/2025	354/10k	Bank charges	Lloyds Bank	£4.25
28/10/2025	353/10e	Data protection fee	ICO	£47.00
28/10/2025	353/10e	Website hosting fee	Community Action Suffolk	£66.00
Staff costs as per confidential cashbook				

It was resolved that the statement of receipts and payment would be approved.

d) **Bank balances as of 31<sup>st</sup> October 2025.**

Lloyds bank current account	£870.99
Lloyds reserve account	£13,679.82
<b>Total in banks</b>	<b>£14,550.81</b>

Jonathan verified and signed the bank statements.

e) **To discuss the new grass cutting contract.**

One quote has been received from Josh Barrett for grass cutting and strimming the playing field and the grass areas opposite St Margaret's Church. It was resolved that the quote would be accepted. The contract will run for one year initially and the number of cuts set at 10 with any additional cuts to be agreed with the Parish Council. A contract will be sent to Josh Barrett for signing.

Church Warden Peter Thompson had been in touch about grass cutting in the churchyard. As the Parish Council gives money annually towards the cost of churchyard maintenance, it was agreed that the church should organise their own contractor and that the two contracts should be kept separate.

f) **Email from Scribe Support giving details of an increase in the subscription cost in April 2026.**

The cost from April 2026 will be **£193.20 + VAT**. This is due to the increase in the precept amount.

g) **Budget 2026/27, financial summary, reserves balance, and precept request.**

The following larger amounts have been allocated in the budget:

- Playing field maintenance £5,000.

Reserves (with budget allocations for 2026/27)

Earmarked reserves	Balance 2025/26	Budget allocation 2026/27	Reserve balance in 2026/27
Election costs	£1,858	£100	£1,958
Clerk and councillor training	£134	£20	£154
Playing field maintenance	-£751	£5,000	£4,250

Playing field project	£200		£200
Playing field (moles)	£350	£50	£400
Village events	£628		£628
Inspection of play equipment	£612		£612
Traffic Regulation Order	£2,600	£100	£2,700
Verge cutting	£100		£100
Defibrillator maintenance	£456	£50	£506
Village project	£815		£815
VAS fund	£607		£607
Tree works	£1,100		£1,100
Highways work		£400	£400
<b>TOTAL EARMARKED RESERVES</b>	<b>£8,709</b>		<b>£14,429</b>

With the budget allocations, the earmarked reserves balance in 2026/27 will be **£14,429**.

It was resolved that:

- The 2026/26 budget would be approved.
- The precept request will be **£14,477**. The parish council element for a band D household will be **£82.73** per annum an increase from £74.79 which equates to **£7.94** per annum per band D household, an increase of **10.62%**.

**11. To discuss the following planning issues.**

- a) **DC/25/1693/TCA - 7 Cricket Meadow, Stradishall - One Field Maple (T1 on plan) reduce entire collective canopy by approximately 3 metres.**

It was resolved that no objections would be made to this application.

**12. Highways/rights of way matters/tree or transport issues.**

- a) **To discuss the quote for a Pedestrians on Road sign and Beware Horses sign.**

The quote for two signs with posts is **£338.60 + VAT plus installation**. It was resolved that the Parish Council would delay and decision and try to find a location for the VAS in Edmunds Hill.

- b) **Update on the meeting of parish council in West Suffolk and Suffolk County Council on 15<sup>th</sup> October and the meeting with Nick Timothy MP.**

27 parish councils from West Suffolk were represented at a meeting with Cllr Chambers at an informal meeting in Moulton on 15<sup>th</sup> October 2025. The meeting was arranged by Moulton and Lidgate Parish Councils because of mounting frustration about the difficulty in progressing any highways measures such as reduced speed limits or traffic calming to make their communities safer.

Parish councils present explained their frustrations and wanted to try and understand why it is so difficult to introduce measures when other counties like Cambridgeshire are far more proactive in supporting parish councils with traffic calming and lower speed limits.

The meeting was very constructive and the parish councils present gave their input about what was wrong with the current system and what needs to change. Cllr Chambers made it clear that he had come to listen and that he would go away and take up the issues raised with his colleagues at Suffolk County Council. Since the meeting Cllr Chambers has discussed the meeting with colleagues at Suffolk County Council and confirmed that changes will be made in the next few months.

On 7<sup>th</sup> November a small number of parish councils met Nick Timothy MP. He is very supportive of parish councils and recognises that they should have more say in making their communities safer. He is lobbying for this with Suffolk County Council.

**13. To discuss any playing field issues.**

- a) **October inspection report.**

There were a large number of findings but they are all low or very low risk. Adrian Lee had tightened up a lot of the equipment as detailed in the inspection report. The rope ladder on the perch seat has been removed as it was badly frayed.

- b) **Work on play equipment and quote from Mortimer Contracts.**

It was agreed that the main priority should be replacing the wooden swing frames with galvanised steel. It was resolved that the other items in the quote would be delayed until the swings have been replaced.

**c) Quotes for replacement swing frames.**

Mortimer Contracts quoted £3,345+ VAT to supply and install a metal swing frame. The clerk agreed to request a photo and to find out if the frame is made of galvanised steel.

A steel swing frame from Kompan is £1,970 + removal of the existing frame and installation.

**14. To discuss any village issues.**

**a) Possibility of moving the bus shelter.**

The clerk agreed to contact Suffolk County Council to find out if Stradishall Parish Council's bid for funding for bus shelters near the Highpoint Estate has been successful before any decisions are made.

**b) Adoption of the phone box.**

It was resolved that the phone box would not be adopted because of the ongoing financial commitment especially as the phone box is listed which limits what it can be used for.

**15. To discuss the following IT issues:**

**a) Approval of Stradishall Parish Council's new IT policy.**

It was resolved the new IT Policy would be approved.

**b) Setting up dedicated email addresses for parish councillors.**

This item is ongoing.

**16. Correspondence.**

**a) Email from West Suffolk Council about their next Community Governance Review (CGR).**

The next CGR process will formally start in December 2025. Parish and town councils can put forward any issues that they wish to be considered and resolved as part of the review process. It was resolved that no issues would be put forward as Stradishall Parish Council is not aware of any anomalies.

**b) Email from SARS requesting a donation.**

It was resolved that a donation of £50 would be made.

**c) Email from West Suffolk Council about postal vote reapplications – for information only.**

Residents who applied for their postal vote on or before 31 January 2024 and wish to continue with this arrangement will need to reapply for their postal vote before 31 January 2026.

**d) Email from West Suffolk Council about their consultation on Proposed Changes to the West Suffolk Local Council Tax Reduction Scheme 2026 to 2027.**

It was resolved that no response would be submitted.

**e) SALC online 'Super forum' on devolution – Tuesday 2<sup>nd</sup> December 7 – 8.30pm.**

Not councillors wished to attend.

**f) Urgent dental care.**

Suffolk and North East Essex Integrated Care Board have shared the following information: Urgent care dental appointments are available across Suffolk within 1 to 7 days by contacting NHS 111. Adults and children experiencing dental pain, infection and other urgent issues can access NHS care seven days a week, including in the evenings. Go online at [111.nhs.uk](https://111.nhs.uk) or call 111 for an appointment.

**g) Email from West Suffolk Council about the opening of small electrical recycling points across West Suffolk.**

Residents can locate their nearest recycling point via <https://maps.westsuffolk.gov.uk/>

The new collection points can be filled with small electricals including mobile phones, tablets, cables, kettles, toasters and kids' toys, anything smaller than a standard sized microwave.

The nearest locations to Stradishall are:

**Haverhill**

- Strasbourg Square, Millfields Way, CB9 0HR
- Car Park, Lower Downs Slade, CB9 9LL
- Queensway/Blair Parade, CB9 9BW
- Enringshausen Way Car Park, CB9 0BB
- Leiston Road, CB9 8JJ

**Bury St Edmunds**

- Moreton Hall Community Centre, Symonds Rd, IP32 7EE
- Southgate Community Centre Car Park, Heron Road, IP33 2QA
- Ram Meadow Car Park, Cotton Lane, IP33 1XP
- Parkway Surface Car Park, Parkway North, IP33 3BA
- Vinery Road Car Park, Vinery Road, IP33 2JP

**Newmarket**

- The Guineas Car Park, (rear of Crown Walk), CB8 9EG
- All Saints Car Park, CB8 8ET
- The Centre, Brickfields Avenue, CB8 7RX.

**17. Any other business for noting or including on the next agenda.**

No issues were raised.

**There being no further business the meeting closed at 8.30pm.**

**Signed:** ..... **Dated:** .....