

PETTAUGH PARISH COUNCIL

MINUTES of meeting
on **TUESDAY 19 AUGUST 2025**
at St Catherine's Church, Pettaugh (start time 6.30 pm)

Present:

Councillors Belinda Bulsing, Margaret Marlow, Stephen Rowe (Chairman) and Esther Thornton

1/08 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ruth Crane.

2/08 MINUTES OF MEETING – 7 MAY 2025

RESOLVED that the Minutes of the statutory annual meeting of the Parish Council held on 7 May 2025 be approved and confirmed.

3/08 DISCLOSABLE PECUNIARY INTERESTS, OTHER REGISTRABLE INTERESTS AND NON-REGISTRABLE INTERESTS

None received.

4/08 PUBLIC PARTICIPATION

None.

5/08 PLANNING APPLICATION

Consideration was given to whether to submit any comments on application ref. DC/25/0343 for the change of use of campsite to a travellers site of up to 24 pitches on land to rear of Rose Inn, Debenham Road, Crowfield. The Parish Council's attention had previously been drawn to this application and its potential impact on Pettaugh as well as Crowfield, and the Clerk advised that a communication had been received that day from Mid Suffolk District Council formally notifying and consulting with the Parish Council on this application. Comments were requested by 9 September 2025.

An update was received on an open and well-attended meeting at Crowfield the previous evening and it was noted that Crowfield Parish Council would be formulating its response at a meeting later in the week. The Clerk also provided a summary of the concerns raised in the local

representations to date as published on the Mid Suffolk District Council's website. During the discussion District Councillor Hardingham arrived at the meeting and gave an update on some issues relating to the application and the context in which it might be considered.

In the District Council's Local Housing Needs Assessment between 22 and 28 pitches for travellers were required in the Mid Suffolk District, but it was understood that there were currently some vacant plots on existing gypsy and traveller sites. There was no known particular local need requiring to be met by this proposal. It was evident that much more information was required on the proposal than had been submitted with the application.

The following concerns and issues were raised in the discussion:

- Contrary to national/local planning policy
- Major disruption in locality, visual intrusion in the landscape and impact on local services/facilities
- Tight design and layout
- Drainage and sewerage arrangements
- Site not allocated for this or any related residential use/remote location outside of any development boundary
- Current use/development beyond the scope of the original planning permission and in breach of planning control, without enforcement
- Nature and tenure of proposed occupancy and the perception of a potential increase in crime locally
- Impact on public right of way through the site
- Potential accessing of/linkage to the Stonham Barns site
- Lack of confidence in the ability of the District Council to enforce any new restrictions or planning conditions
- Need for awareness of outcome of pre-application discussion

It was agreed that liaison be maintained with Crowfield Parish Council.

RESOLVED that Councillor Esther Thornton prepares for circulation to and agreement of other Councillors a statement of objection to this application, incorporating the above points, and that a 21 day extension of the period given for a response be sought to enable this to be done.

6/08 DISTRICT COUNCILLOR'S REPORT

At this point Councillor N Hardingham presented the remainder of his report, details of which had previously been circulated.

7/08 FINANCE

The Parish Council considered the following matters:

(a) Financial Statement and Bank Reconciliation

A statement showing the position on 29 July 2025 regarding the Parish Council's bank accounts and reconciliation of recent payments was received and noted. The balance of the Community Account with no unpresented cheques was £6,175.21, and the Business Premium Account was £1,088.73. Expenditure to date totalled £1,224.19.

(b) Delegated Action

The Parish Council confirmed the action of the Clerk in consultation with the Chairman, pursuant to Financial Regulations, to agree a price of £65.00 with Suffolk.Cloud to establish a new website domain address and email account for the Clerk.

(c) NJC pay agreement for employees 2025/26

The Clerk advised that notification had been received of this agreement which provided for an increase of 3.2% from 1 April 2025.

RESOLVED that this agreement be adopted and applied to payments to the Clerk from the effective date.

(d) Accounts for payment

The following accounts were received:

Clerk's salary and expenses - £286.93 (incorporating new increase)
St Catherines Church PCC (Use of Church for Meeting) £18.00
Mid Suffolk District Council (Dog litter bin emptying) £175.82
Mr M N King (Telephone kiosk work – confirmation of payment in line estimate £520.00 plus cost of paint not originally included and some additional painting to the inside of the notice board) - £577.26
Suffolk.Cloud (new website domain and email address – confirmation of payment in line with delegated action of Clerk) - £65.00
Information Commissioner (data protection fee – direct debit) £47.00

RESOLVED that the above accounts be approved for payment, and the payment to Mr M N King be confirmed.

(e) Donations and Financial Assistance

This had been included on the agenda as previously requested by the Parish Council. It was noted that the budget for 2024/25 had been unused and that the sum of £200 had been included in the 2025/26 budget. It was agreed to consider this at the next or a future meeting.

8/08 PARISH AMENITIES

The noticeboard work and external refurbishment of the telephone kiosk had been completed, and the Clerk reported that the kiosk had been cleared of rubbish/litter inside. An assessment was now required as to possible internal refurbishment of the kiosk and thought given to its future intended use.

9/08 TRAFFIC SPEED THROUGH THE VILLAGE AND OTHER RELATED HIGHWAY MATTERS

It was noted that a further meeting had still to be arranged with the Liaison Officer to identify and get costed outstanding items including renewal of or additional road surface markings and investigating a suitable location for the SID on the A1120.

10/08 NEXT MEETING

It was agreed that the next meeting be fixed for Tuesday 7 October 2025 at the usual time of 6.30 pm.

The Chairman closed the meeting at 8.26 pm.

Chairman
9 October 2025