

Nacton Parish Council

Draft minutes of the Parish Council Meeting on Wednesday 24th September 2025 starting at 7.00 pm

Present:

Parish Councillors: Cllr. B. Hunt (Chairman), Cllr. P Warner, Cllr. S Baalham, Cllr. A Eaton, Cllr. J Leeder, Cllr. E Wilson, Cllr. S Godden, Cllr. J Mumford

Mrs C Lucas (Clerk) Mr B Mansfield (RFO)
District Councillor: Mike Ninmey

Agenda Item	Context/Discussion	Actions and Decisions
NPC/25/17 Apologies for absence	Apologies received and accepted from Cllr. A Waterman and Cllr. A Eaton	
NPC/25/18 Declarations of interest	None	
NPC/25/19 Invitation to public to comment on agenda items	None	
NPC/25/20 Minutes and actions of meetings	Previous minutes from the 30th July 2025 were agreed upon as a true and accurate reflection and signed by the Chairman.	
NPC/25/21 Chairman's update	• Conversation has been had with the local MP regarding car parking outside the school - looking at ways to improve this. • The annual inspection for the trim trail is booked. • The councillor guide has been updated • Grit bins have been checked and all are ok.	

	- Chairman has had no landline phone or internet at home - apologised for delay in response times. - Chairman announced he will be stepping down in January as Chairman. Will leave the next parish council meeting early for other councillors to discuss. - The clerk has officially resigned with a leaving date of 20th March 2026. - Brian Mansfield will take over as clerk as well as remaining in his RFO position with effect from 21st March - unanimously agreed by all councillors. - Discussed inviting Julie Johnson to talk at the AGM to encourage more members of the public to come.							
NPC/25/22 Planning applications	All current applications awaiting decision. Nothing to note.							
NPC/25/23 Reports	Suffolk County Council – no report received East Suffolk District Council – report shared with councillors by email prior to the meeting Councillor Ninmey: - Explained current situation with Devolution Village Hall – Update: The NBU5s have done a great job clearing and redesigning the play area to the rear of the hall. They have also extended their opening hours to include Friday afternoons. We are happy with this as it is unlikely to be blocking out time that would deter other hirers. New tables have been purchased which we hope will be appreciated.							
NPC/25/24 Finances	Payments agreed: a. Payments made since the last parish meeting: <table> <thead> <tr> <th>Date</th><th>Description</th><th>Amount £</th></tr> </thead> <tbody> <tr> <td>18.07.25</td><td>Lloyds Bank charges</td><td>4.25</td></tr> </tbody> </table>	Date	Description	Amount £	18.07.25	Lloyds Bank charges	4.25	
Date	Description	Amount £						
18.07.25	Lloyds Bank charges	4.25						

	25.07.25	ICO GDPR Fees	47.00	
	28.07.25	Clerk Salary	243.01	
	28.07.25	RFO Salary	101.18	
	01.08.25	Village Hall Hire	35.00	
	01.08.25	Clerk expenses	19.80	
	18.08.25	Lloyds Bank charges	4.25	
	28.08.25	Clerk Salary	282.16	
	28.08.25	RFO Salary	114.18	
	16.09.25	Lloyds Bank charges	4.25	
	22.09.25	Orwell Stores - Petrol for grass cutting	19.63	
	22.09.25	RFO Expenses - Printer Ink Cartridge	26.57	
	<u>Total £901.28</u>			
	b. Receipts since the last parish meeting:			
	None			
	C . Payments requiring Approval:			
	None.			

	d - Financial update from RFO: • Bank Account balances – Current account £2770.01/Reserve account £14,953.78/Fixed deposit account £12,010 • CIL money - £1077.94 (to be spent by 2029) • VAT reclaim £208.92 to claim back after year end • Insurance renewal due 01.10.25 £670.79 fixed until 30.09.26 • Asset register being worked on • Financial regulations have been updated and will be shared with the finance working group before asking for formal adoption at 2026 AGM	
NPC/25/25 Parish documents	a. Emergency Plan – Still to finalise. b. Maintenance Plan: - Overgrown area towards Amberfield c. Action Plan - Discussion around paying a maintenance person to carry out jobs. Could speak to the farm manager. RFO also suggested a company called Control Solutions who manage maintenance in Debenham where he is the clerk.	Action: Cllrs. Hunt and Warner to discuss with the farm manager (NPC/25/25/c) Action: Working group to meet and decide what tasks need to be carried out and when.
NPC/25/26 Parish matters	a. Working Groups - i. Victoria Field - weeding and trimming done ii. Defibrillator - pads in situ and battery ok iii. The Street - strimming has taken place around the bins and chat bench iv. Bus shelter - needs washing v. Paupers Wood - dead trees need removing and new trees need planting vi. War memorial needs attention - black lettering is disappearing vii. Litter pick date agreed Saturday 18th October b. Nacton Guide - issue with page omission. Being looked into to rectify. c. Website - nothing to report.	Action: Cllr. Hunt to speak to a local monumental mason regarding the war memorial. Action: Clerk to do a Facebook post re: litter pick date

	d. Poors Field - Rosemary Cook is now a trustee e. Tree Warden - Cllr. Hunt to contact f. Newsletter - The next newsletter to go out in time to advertise Christmas events g. Other parish matters arising - i. The Christmas tree lights broke last year so they need replacing (warm white). Christmas tree to be put up 30th November. ii. Cllr. Wilson commented that the sign has been replaced by the railway bridge. iii. The Speed sign's battery is very poor - discussion around using CIL money for a replacement. Cllr. Ninmey said there is district money that could be applied for to help with this purchase. Cost around £4.5k	Action: Cllrs. to send newsletter content to clerk by 27th October Action: Cllr. Mumford to send clerk photo and bio by 27th October Action: Clerk to create and send newsletter around 3rd November Action: Cllr. Hunt to contact tree warden Action: Cllr. Wilson to get 3 quotes for the speed sign
NPC/25/27 Matters raised by and reports by councillors	Cllr. Warner mentioned the water leak that has been ongoing for 4 months. The water goes across the road and will freeze and become dangerous once the temperature dips. On the Anglian Water website it says work is underway.	
NPC/25/28 Public question time	None	