

Nacton Parish Council

Draft minutes of the Parish Council Meeting on Wednesday 11th March 2026 starting at 7.00 pm

Present:

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

Mr Brian Mansfield (RFO) - Acting clerk until 7:35pm

Mrs C Lucas (Clerk) - from 7:35pm

District Councillor: Lee Reeves

Agenda Item	Context/Discussion	Actions and Decisions
NPC/25/70 Apologies for absence	Apologies received from Cllr. A Waterman. No apologies received from Cllr. A Eaton or County Councillor Patti Mulcahy.	
NPC/25/71 Declarations of interest	None	
NPC/25/72 Invitation to public to comment on agenda items	None	
NPC/25/73 Minutes and actions of meetings	Previous minutes from the 14th January 2026 were agreed upon as a true and accurate reflection and signed by the Chairman.	

NPC/25/74 Chair's update	<p>Thanks to the clerk for newsletter work and dispatch.</p> <p>Also, a letter from Priory Court received concerning Ipswich Borough Council proposed land sale and seeking NPC support.</p>	<p>Action: Monitor situation and review any Planning Applications.</p>
NPC/25/75 Planning applications	<p>Noted. No actions.</p>	
NPC/25/76 Reports	<p>Suffolk County Council - not present no report received</p> <p>East Suffolk Council -</p> <ul style="list-style-type: none"> • Thriving Places funding for small communities is open - worth consideration by NPC. • Budget agreed for 2026-27 of £58m (increase below inflation!). • County Council Elections back on for 7th May 2026 (Shadow Elections in May 2027 and Government Reform Elections in April 2028). <p>Village Hall - RFO gave a brief verbal update.</p>	<p>Action: Consider as part of the spending review.</p>
NPC/25/77 Finances	<p>a) Financial update including finance advisory group meeting feedback</p> <p>Cash Balances as at 10th March 2026 current account: £1,358.21 reserve account £28,162.09 Total £29,520.30</p>	

	<p>Finance Working Group - highlights: Approved moving £18k in Lloyds Bank 95 day notice account. Proposed Cllr Hunt, Seconded Cllr Baalham</p> <p>Audit Timetable agreed by RFO with Internal Auditor.</p> <p>New NALC Employment Contract for Brian Mansfield (combined Parish Clerk and RFO) salary agreed.</p> <p>SALC Payroll awaits confirmation of new employment arrangements and will adjust payroll accordingly.</p> <p>Finance Risk Assessment was reviewed and cosmetic changes will be included in the May 2026 document review.</p> <p>Bank Mandate changes underway</p> <p>VAT current reclaim amount £318.72</p> <p>CIL current balance £1077.94</p> <p>Receipts and Payments duly circulated by RFO circulated by email.</p> <p>b) Payments made since last meeting</p> <table data-bbox="638 1101 1657 1236"> <tr> <td>19.01.26</td> <td>Lloyds Bank charge</td> <td>4.75</td> </tr> <tr> <td>20.01.26</td> <td>Owen Ackers Tree Services</td> <td>200.00</td> </tr> </table>	19.01.26	Lloyds Bank charge	4.75	20.01.26	Owen Ackers Tree Services	200.00	<p>Action: RFO to open new Savings Account.</p> <p>Action: RFO to confirm new Payroll details with SALC.</p> <p>Action: RFO to review Signatures and Online Authority status.</p>
19.01.26	Lloyds Bank charge	4.75						
20.01.26	Owen Ackers Tree Services	200.00						

	20.01.26	Nacton Village Hall hire	35.00	
	20.01.26	Seal Calibration - Defibrillator health check	166.80	
	28.01.26	Clerk Salary	250.96	
	28.01.26	RFO Salary	103.82	
	11.02.26	Nacton Village Hall hire	35.00	
	17.02.26	Lloyds Bank charge	4.25	
	26.02.26	Clerk Salary	250.76	
	26.02.26	RFO Salary	104.02	
		c) Receipts since last meeting - none		
		d) Payments requiring approval		
		Payments pending:		
		Clerk Mileage expenses £79.20		
		RFO expenses for printer paper £5.75		
				Action: RFO to make purchases.

	<p>RFO reimbursement for War Memorial Markers posts/reflectors £226.20.</p> <p>Expenditure approval - new Clerk laptop, Microsoft 365 and accessories - EMR £1,000 but expect costs (ex-VAT) to be around £800. Approved. Proposed Cllr Leeder, Seconded Cllr Hunt.</p>	
NPC/25/78 Parish documents	<p>a) Emergency Plan - defer to next meeting</p> <p>b) Maintenance Plan - already circulated by Cllr Wilson</p> <p>c) Action Plan</p> <p>i) The defibrillator has been checked, pads are in place and the unit is working.</p> <p>Parish spending suggestions received:</p> <ul style="list-style-type: none"> ● Daffodils for Victoria Field and the village - estimate £250 ● Paupers Graveyard - Kissing Gate, Access Gate, Sign Post repair, Stone base repairs and hedge renewal (seat already installed). ● New Waste Bin for The Street. ● Information Board <p>Cllr Leeder requested £100 for the Church for an Exhibition on the Open Gardens Day. Proposed Cllr Hunt, Seconded Cllr Godden.</p>	<p>Action: RFO to raise invoice and make payment.</p>
NPC/25/79 Parish matters	<p>a) Local government review - nothing to report</p> <p>b) AGM & APM preparation - clerk to send out requests for reports</p> <p>c) Speed camera - Budget reserves if this needs replacing due to batteries not lasting long enough. Latest analytics show average speed is 38mph</p> <p>d) Survey - covered under NPC/25/78</p> <p>e) Working groups - Victoria Field grass cut. Hedge needs work. Gates need wood preserving when the weather is better.</p> <p>f) War memorial - Julian Sage looking at war memorial repair work Friday.</p>	<p>Action: Clerk to give details to new clerk regarding who to contact for reports</p>

	<p>g) Election 2027 - noted</p> <p>h) Litter pick - Date agreed 9th May 10 am Camilla Court</p> <p>i) Website - Adding all village events on the website</p> <p>j) Poors Field - Cllr. Warner to meet with Andrew Francis re location of entrance. Cllr. Warner to visit Matthew Boast solicitor at Andrew Jacobs re paperwork and historic documentation.</p> <p>k) Tree Warden - no updates</p> <p>l) Pauper's Wood - Board that says 'Paupers Wood' needs repairing. Litter pick separate to village one needed in Pauper's Wood - Cllr Warner to send around potential dates. Request to have a re-blessing ceremony - no objections. Old bushes - many have died and have barbed wire in them - new hedge needed.</p> <p>m) Other parish matters arising - Cllr Baalham has heard from MP Jenny Riddell regarding mobile signal in Nacton Parish. All mobile providers are aware of issues and new mast should help.</p> <p>n) Change of clerk - Cllrs thanked the clerk for her service since September 2020 and wished her well.</p>	<p>Action: New clerk to advertise litter pick date on Facebook and noticeboards</p> <p>Action: Cllr Warner to send out possible dates to councillors regarding litter pick date in Paupers Wood</p> <p>Action: Cllr Warner to speak to vicar re blessing of Paupers Wood</p>
NPC/25/80 Matters raised by and reports by Councillors	None	
NPC/25/81 Public question time	None	