

# Easton Parish Council

## APPROVED MINUTES OF MEETING ON MONDAY 22 SEPTEMBER 2025 – 7.45PM Easton & Letheringham Village Hall

- 67/25-26 PRESENT & APOLOGIES**  
**Present:** Cllrs Gibbon (Vice-Chair), Balcombe, Bennett-King, Edwards and Palfreyman.  
**Apologies:** Cllrs Ladbrook and Siddall – both absences approved.  
**In attendance:** A Staples (Clerk)
- 68/25-26 COMMENTS FROM MEMBERS OF THE PUBLIC ON ITEMS ON THIS AGENDA AND FOR CONSIDERATION OF FUTURE AGENDA ITEMS**  
One member of the public attended. A future agenda item was proposed: namely, inconsiderate parking when children are being collected from the primary school. It was reported that residents have been verbally abused and the Police become involved.
- 69/25-26 RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**  
No attendance. All written reports received have been placed on the website.
- 70/25-26 RECEIVE ANY CHANGES TO MEMBERS INTERESTS**  
No changes received.
- 71/25-26 RECEIVE ANY DECLARATIONS OF INTERESTS RELATING TO AGENDA ITEMS**  
No declarations received.
- 72/25-26 APPROVE MINUTES OF MEETINGS held on 21 July 2025, 12 August 2025 & 26 August 2025**  
The minutes of the above meetings were approved and signed.
- 73/25-26 FINANCE MATTERS:**  
**73/25-26.1 Confirm bank account balances (on 15 September 2025 - Community Acc. £2,458.08 & Business Premium Acc. £7,478.74)**  
The above bank account balances were confirmed.  
**73/25-26.2 Signing of bank statements received since last meeting (Community Acc. dated 31 July & 1 September 2025)**  
The above bank statements were presented and signed.  
**73/25-26.3 Consider and approve Financial Report dated 15 September 2025**  
The Financial Report was considered, approved and signed.  
**73/25-26.4 Approval of payment for Remembrance Service wreath**  
A private donation has been offered for the purchase of a wreath.  
**73/25-26.5 Approve payment for councillor basics training course**



Funding was agreed for Cllr Bennett-King to attend the SALC 'Councillor Basics' training course for newly appointed councillors, at a cost of £33 plus VAT for each of two sessions, (total cost of £79.20 inclusive) to be paid from the Training Reserves.

**74/25-26 CONSIDER AND APPROVE INSURANCE RENEWAL**

The renewal and policy documents supplied by Ansvar (Community Action Suffolk) were considered and approved. Payment of the 2025-26 premium of £497.95 was approved.

**75/25-26 ANNUAL REVIEW OF EPC's CONTRACTS:**

**75/25-26.1 Grass cutting / grounds maintenance contract (Kindlewood)**

It was agreed that the quality of service from the contractor remained good and expenditure was anticipated to remain within budget for 2025-26 (£4,200 inclusive).

**76/25-26 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING:**

**76/25-26.1 Domain name / gov.uk email addresses purchased**

It was noted that the gov.uk email inboxes had been set up for each councillor and log-in details provided. The parish council website has been transferred to the new gov.uk domain, and a temporary diversion was set up to automatically direct traffic from the old org.uk site to the gov.uk site.

It was agreed that there should be a further consideration in November about no longer using personal email addresses for councillor's correspondence.

**76/25-26.2 Review of Annual Parish Meeting – letters to village organisations**

Deferred to November meeting.

**76/25-26.3 Overgrown footpaths / rights of way**

It was reported that the overgrown paths had been dealt with, in part by the recent Village Tidy-Up event. No further action required at this time.

**76/25-26.4 Overgrown trees in cemetery**

Cllr Balcombe reported inspecting the trees concerned with the community volunteer who looks after the wildflower areas in the cemetery. Their view was the mature trees should not be worked on. There is overgrown hedging, shrubs and a maple that could be usefully pruned back. A volunteer has offered to do the work at no cost to the Parish Council. It was agreed that these should be cut back by a volunteer.

**77/25-26 CONSIDER CORRESPONDENCE:**

**77/25-26.1 Email from Anglian Water**

The response from Anglian Water to EPC was considered. Deferred to next meeting to consider whether a response is required.

**77/25-26.2 Email to Patrick Spencer MP**

The response from the office of Patrick Spencer MP, including the letter from the Environment Agency was considered. Deferred to next meeting to consider if a further response is required.

**78/25-26 REVIEW RESPONSES FROM PLAY AREA SURVEY**

Deferred to November meeting in the absence of Cllr Ladbrook.



- 79/25-26      CONSIDER A SPECIAL MOTION TO REVERSE / VARY RESOLUTION - MINUTED 23/25-26 (20 MAY 2025)**  
A special motion was added to the agenda at the written request of three councillors. It was agreed by a majority (vote 4:1) that the above-mentioned resolution be re-opened so it could be reversed or revised. It was further agreed by a majority (vote 4:1) that the letter should not be sent to all members of the Village Hall Management Committee, and instead a letter should be sent to the individual concerned expressing the council's displeasure and requesting an apology to the former Chair.  
**Action:** Cllr Gibbon to draft letter.
- 80/25-26      UPDATE ON FUNDING ENQUIRY WITH SIZEWELL FOR VILLAGE PAVEMENTS**  
Cllr Palfreyman reported on discussions with the Sizewell C Community Funding Team. They indicated EPC should meet the criteria to apply for a grant. An application would need to demonstrate that the funding was required to protect the community from negative impacts arising from the Sizewell development. Further, there would need to be evidence that the project has community support and would amount to a positive and sustainable development. The next step is to ascertain the likely cost of the project. SCC Highways have been informally approached; and would need to conduct a road survey before advising on cost. There would then need to be a planning application to ESC. Cllr Palfreyman was authorised to formally contact SCC Highways to commence the process.
- 81/25-26      REVIEW OF VILLAGE CLEAN UP EVENT ON 6 SEPTEMBER 2025**  
There has been good feedback from the event. Thanks were offered by the Parish Council to the people that participated in making the event a success. It was agreed to have a further event in April 2026.  
**Action point:** to be added to the agenda for the January 2026 meeting for further discussion.
- 82/25-26      PLAY AREA**  
**Consider ROSPA report (10 September 2025) and any actions required**  
Deferred to November meeting in the absence of Cllr Ladbrook and Cllr Siddall, the councillors with responsibility for the play area.
- 83/25-26      PLANNING APPLICATION CONSULTATIONS:**  
**83/25-26.1 No new consultations received**  
**83/25-26.2 Approve drafting of response to ESC consultation letters, as agreed at extra planning meetings on 12 & 26 August 2025, in relation to DC/25/2733/FUL and DC/25/2997/FUL**  
The wording of the council's response to the ESC consultation letters received in relation to the above planning applications was approved.  
**Action:** Clerk to send responses to Planning Officer on 23 September.
- 84/25-26      SUGGESTED AGENDA ITEMS FOR NEXT MEETING**  
Re-surfacing of footpath on village green leading from roadway to the Church path. Review of SID device information.



85/25-26

**DATES OF MEETINGS**

17 November 2025; 19 January 2026; 23 March 2026 and 11 May 2026  
(2026-27 AGM) (note change of meeting date for AGM from 18 May to 11  
May 2026)

**Close of meeting 2110**

**Signed:**

A handwritten signature in black ink, appearing to be 'Cllr Ladbroke', written over a horizontal line.

**Cllr Ladbroke (Chair)  
17 November 2025**