

Easton Parish Council

APPROVED MINUTES OF MEETING MONDAY 19 JANUARY 2026 – 7.45PM Easton & Letheringham Village Hall

- 105/25-26 **PRESENT & APOLOGIES**
Present: Cllrs Ladbrook (Chair), Balcombe, Bennett-King, Edwards, Gibbon and Siddall. Cllr Banham joined the meeting from agenda item 108/25-26.
Apologies: District Cllr Langdon-Morris and County Cllr Bryce.
In attendance: A Staples (Clerk).
- 106/25-26 **COMMENTS FROM MEMBERS OF THE PUBLIC ON ITEMS ON THIS AGENDA AND FOR CONSIDERATION OF FUTURE AGENDA ITEMS**
Three members of the public attended.
- 107/25-26 **CO-OPTION OF NEW COUNCILLOR TO FILL CASUAL VACANCY**
Three applications for co-option were considered. It was agreed that Pippa Banham be co-opted to Easton Parish Council to fill the casual vacancy. The Declaration of Acceptance of Office was signed. Cllr Banham participated in the remainder of the meeting.
- 108/25-26 **RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
Written reports received from District and County Cllrs are saved on the parish council website.
- 109/25-26 **RECEIVE ANY CHANGES TO MEMBERS INTERESTS**
No changes were received.
- 110/25-26 **RECEIVE ANY DECLARATIONS OF INTERESTS RELATING TO AGENDA ITEMS**
No declarations were received.
- 111/25-26 **CONSIDER COUNCILLOR'S RESPONSIBILITIES**
It was agreed councillor roles and responsibilities should be allocated as follows:
Highways: Cllr Balcombe
Footpaths: Cllr Edwards
Emergency Planning: Cllr Gibbon
Play Area: Cllr Siddall
Cemetery: Cllr Bennett-King
Planning oversight: Cllr Banham
Funding lead: Cllr Ladbrook
Action: Clerk to amend roles on website.
- 112/25-26 **APPROVE MINUTES OF MEETINGS HELD ON 17 NOVEMBER 2025**
The minutes were approved and signed.
- 113/25-26 **FINANCE MATTERS:**
113/25-26.1 Confirm bank account balances on 9 January 2026:
Community Acc. £6,545.40 & Business Premium Acc. £7,500.56
The above balances were confirmed.

113/25-26.2 Signing of bank statements received since last meeting: Community Acc. dated 1 December & 31 December 2025 and Business Premium Acc. dated 31 December 2025

The above bank statements were signed by Cllr Edwards.

113/25-26.3 Consider and approve Financial Report dated 10 January 2026

The above report was approved. The report was signed by Cllr Bennett-King. (Available on parish council website).

113/25-26.4 Consider and agree budget for 2026-27

The budget for 2026-27 was agreed. It was agreed that the contribution to Easton Village News be increased to £250 per annum and the matter of additional funding from general reserves be discussed at the next meeting, and the Editor to be invited to attend.

Action: Clerk to prepare and publish the approved 2026-27 Budget.

Action: Clerk to notify editor of EVN.

113/25-26.5 Consider and approve precept request for 2026-27

It was agreed the precept request for 2026-27 be £11,624.86. This is an increase on the 2025-26 figure (£11,472.39) in line with inflation. ESC has calculated there are 185.66 Band D equivalent properties in Eason, hence the precept request per Band D Equivalent will be £62.61. This should show on Council Tax bills as a 3.0% increase against the parish council element.

Action: Clerk to send precept request letter to ESC.

113/25-26.6 Approve funding for attendance of new councillor on training course

Expenditure of £79.20 (incl.) was authorised for attendance by Cllr Banham on SALC Councillor Basic Sessions 1 and 2.

114/25-26

MATTERS TO REPORT FROM ACTIONS OF LAST MEETING:

114/25-26.1 Sizewell Community Fund application – to select lead councillor

It was agreed that Cllr Ladbrook be the lead and contact for bids for funding from Sizewell, and others.

114/25-26.2 Domain name / gov.uk email addresses

Deferred to the next meeting.

114/25-26.3 Overgrown trees in cemetery; clearing of the ditch on the cemetery / Bowls Club boundary

Cllr Balcombe reported on recent conversations relating standing water in the ditch between the Cemetery and Bowls Club. No further action required

114/25-26.4 Resurfacing tarmac path on village green

SCC Highways have confirmed the path is not maintained by them. It was agreed to contact the Church PCC to ascertain if they consider the path to be owned by the Church, and if not, would contribute to resurfacing.

Action: Clerk to email Churchwarden.

Action: Cllr Ladbrook will speak to the adjacent householder to make them aware of plans.

115/25-26

PLAY AREA:

115/25-26.1 Discuss renewal of lease for play area and playing field

Cllr Siddall has supplied a copy of the expired lease to the Clerk and confirmed agreement would be forthcoming from the landowner to a renewal of up to ten years. Cllr Banham agreed to assist with drafting a new lease.



Action: Clerk to liaise with Cllrs Siddall and Banham to draft a new lease for signature.

Action: Cllr Siddall to collate the responses to the recent play area survey and circulate before the next meeting.

Cllr Siddall has been seeking quotes for a cradle swing seat, approx. £250 with chains.

Action: Once quotes are available Clerk to contact District and County councillors to request funding from locality budgets.

115/25-26.2 Discuss funding options for play area upgrade

The representative from the Sizewell Community Fund team has suggested having a video meeting.

Action: Clerk to arrange meeting date between Sizewell Community Fund reps and Cllr Ladbrook

116/25-26

HIGHWAYS

116/25-26.1 Analysis of SID data

No progress to report. Clerk has emailed the village volunteer, who confirmed he would like to assist, but yet to agree arrangements for collecting the data from the devices.

116/25-26.2 Framlingham Road: location of SID device

SCC Highways confirmed a taller pole for the SID device could be requested through the Highways portal. There may be a cost involved.

Action: Clerk to log the request with Highways to ascertain cost.

116/25-26.3 The Street j/w Skylark Rise: road markings on junction

SCC Highways confirmed that installing road markings on the junction might be approved, but the works would need to be funded by EPC.

Action: Chair to speak to Cllr Bryce about this issue and the road markings by the traffic calming measures.

117/25-26

DISCUSS ISSUES RELATING TO PARISH COUNCIL WEBSITE

The links to photographs in the 'history' pages of the 'our village' section of the website are no longer working. The former admin for the site does not have back-up copies.

Action: Clerk to contact OneSuffolk to see if they have a backup copy of the pages / photos.

118/25-26

CONFIRM DATE AND ARRANGEMENTS FOR VILLAGE TIDY EVENT IN APRIL 2026

It was agreed the next Village Tidy event will take place on 25 April 2026 at 10am. It was agreed there was no need to register litter pick with ESC.

119/25-26

CONFIRM DATE AND ARRANGEMENTS FOR ANNUAL PARISH MEETING

The date of the Annual Parish Meeting is yet to be confirmed.

Action: Clerk to write to local bodies to request attendance.

120/25-26

POLICY REVIEWS:

120/25-26.1 New EPC IT Policy, as required by AGAR 25-26 Assertion 10

The above policy was approved.

120/25-26.2 Statement of Internal Controls

The above statement and report template were approved and signed by Chair and Clerk. It was agreed that Cllr Bennett-King review the Internal Controls Report for 2025-26.

120/25-26.3 Risk Assessment

The above policy was approved.



121/25-26

PLANNING:

121/25-26.1 Discussion of suggestions as raised by member of public at last meeting

The suggestions made by a member of the public at the last meeting (see agenda item 87/25-26) were considered. It was agreed: there be a councillor to take the lead on planning, and Cllr Banham appointed, (see above).

Whether further representations should be made to ESC on the pending solar applications to be kept under review.

121/25-26.2 CONSULTATIONS to NOTE: DC/25/4493/TCA; 1no. Yew (marked on plan) - reduce to previous pruning points at 3.5 metres above ground; Almond Tree Cottage, The Street, Easton, IP13 0ED

The above application was noted.

121/25-26.3 CONSULTATIONS to CONSIDER: DC/25/4761/VOC; variation of condition No. 2 of DC/25/1402/FUL - ground floor kitchen extension - repositioning of proposed extension and changes to north-west elevation. To be in accordance with PL04B Proposed Floor Plans (Rev. B) & PL06B Proposed Elevations (Rev B); Flowery Patch, The Street, Easton, IP13 0ED

It was agreed there were no objections to this application.

Action: Clerk to update ESC Planning Portal.

122/25-26

SUGGESTED AGENDA ITEMS FOR NEXT MEETING

Funding of the Easton Village News; further review of the play area safety report to see if any of the amber concerns could be addressed, perhaps at the village tidy-up.

123/25-26


DATES OF MEETINGS

23 March 2026 and 11 May 2026 (2026-27 AGM)

(Note change of the AGM meeting date from 18th to 11th May 2026)

Close of meeting: 21:30

Signed:



**Cllr D Ladbrook (Chair)
23 March 2026**