



Minutes of the ordinary Meeting of the Council
held at Hulver Village Hall on Wednesday 2nd September 2026
commencing at 7pm

59/26 Present Cllr J Facer (Chair), Cllr R Tovell, Cllr P Block, Cllr I McKay (arrived following agenda item 6)

In attendance Angela Colbridge (Clerk), SCC Cllr Matthews, Members of the public x 4

The Chair welcomed everyone to the meeting and thanked them for attending.

60/26 Apologies for absence. Apologies were received from HHPC Cllr J Armstrong.

61/26 Declaration of interest personal or prejudicial to this agenda. None.

62/26 To Consider requests for dispensations. None

63/26 Minutes of the Meeting of 22nd July 2026. It was proposed by Cllr Block, seconded by Cllr Tovell, that the minutes of 3rd June 2026 be accepted as a true record. This was agreed. The minutes were signed by the Chair.

64/26 Matters arising not otherwise on the agenda. The Clerk asked whether the previously reported overgrown section of hedge along the B1127 had been cut back. It was noted that it has not.

65/26 Reports and questions from the public.

65/26/1 East Suffolk Council. No report

65/26/2 Suffolk County Council. Cllr John Matthews noted the following: he is currently covering 21 parishes and 15 parish councils, also sitting on the Scrutiny Committee, and is seeking to use his time economically so that meaningful progress can be made before the next elections. There is a wide range of information and the latest updates can be found on the SCC website; Westleton have revised their Village Emergency Plan following the wildfires on Dunwich Heath and it may be useful for other towns and parishes to view the plan whilst considering their own emergency plans; The A12 may no longer be fit for purpose given the current number of NSIPs in Suffolk; The Council has announced a new strategy this week, which will be published on the website, and emphasises that communities must come first; security is considered paramount.

A parish councillor noted that, while it is recognised that speeders are being caught in the Sizewell C area, a similar level of Speedwatch activity is also needed locally to help with incidents of speeding in the village.

65/26/3 Police. The Clerk noted the following from the Police.UK website for Henstead with Hulver Street for the month of June 2026: One reported crime on or near Sotterley Road under the category of Burglary; Two reported crimes on or near Toad Row under the category of Violence and Sexual Offences.

65/26/4 Public. No questions.

66/26 Chair's Item. The Chair noted the following: There have now been expressions from 3 residents for the two casual vacancies on the Parish Council. This is being progressed with interviews and it is hoped that decisions will be concluded at the next meeting of the Parish Council; Thanks were offered to Cllr Armstrong for keeping the Speed Indicator Device battery charged; East Suffolk Council are holding a community resilience preparedness webinar on 1st October and delegates can submit up to 3 questions ahead of the webinar; SALC have advertised their Super Forum which will take place on 7th September 2026 at 7pm with the Chair looking to attend this forum; A community litter pick may need to be considered for the autumn;

67/26 Correspondence.

i) East Suffolk Council. Changes to the Emergency Out of Hours Number have been circulated. Any publications with the old number will be updated.

ii) Information Commissioner's Office. Details of the Data Protection Renewal Fee have been received. It was agreed that the direct debit remains in place. Proposed by Cllr Facer, seconded by Cllr Block.

68/26 Finance

68/26/1 Approval of outstanding invoices.

Heart 2 Heart Defibrillator items £118.50

A Colbridge Clerks Wages June/July 2026 £462.14

HMRC PAYE/NI £139.71

Proposed by Cllr McKay, seconded by Cllr Tovell.

The Clerk noted that they had taken over the guardianship of the defibrillator located at Hulver Village Hall.

68/26/2 Account Balances. The Clerk noted the following balances:

As at 27th August 2026 Current Account £20,733.62

As at 27th August 2026 Savings Account £856.01

Total Balance as at 27th August 2026 £21,589.63

68/26/3 To review and approve the bank reconciliation for September. Approved.

68/26/4 Budget to actual. Within budget.

68/26/5 To note any receipt. None.

69/26 Planning

69/26/1 To consider any planning applications. None.

69/26/2 To receive outcomes of Planning Applications from ESC.

DC/26/2633/FUL Replacement of Thatched Barn timber windows/doors with Aluprof aluminium sealed unit glazed windows/doors. Existing apertures to remain the same size, however window/door configurations changed as proposed drawings. Poplar Barn, Hall Farm Lane, Henstead, Beccles, Suffolk, NR34 7JZ. The consultation letter expiry date for this application fell outside of the meetings of the parish council. Councillors agreed between meetings that an extraordinary meeting was not needed to discuss the application. **Awaiting Decision.**

69/26/3 Other Planning Matters

ENF/25/0377/DEV. Henstead Hall, Church Road, Henstead, Beccles, Suffolk, NR34 7LD. Possible Breach of Control: Alleged unauthorised engineering works. Following receipt of a response from ESC Enforcement regarding works carried out to trees at the property, the Clerk has requested an update.

70/26 Parish Community Plan

70/26/1 Highways.

Road Safety Measures.

i) The Clerk reported that, following a request for a breakdown of costs for the previously discussed traffic-calming measures in the villages, Suffolk Highways had confirmed that they are unable to provide this information. A meeting will be arranged between Councillors and the Community Liaison Engineer to confirm the positioning of the outstanding road markings to be replaced.

70/26/2 Communication including website.

i) It was agreed that the parish council would continue to use Suffolk.Cloud as the website hosts for a further 3 months. Proposed by Cllr Block, seconded by Cllr Tovell.

ii) A discussion was held regarding the recently established community social media groups and their usefulness in enabling residents to share information about activities and events in the villages. It was noted that an amalgamated image of the two village signs is being used within these groups as a logo. As the signs are owned by the Parish Council, it was suggested that permission might ordinarily have been sought before their use. It was also noted that the Council would prefer the images to be used separately rather than combined, as amalgamation may cause confusion for users of social media platforms. The Parish Council confirmed that the groups are not monitored by, or linked to, the Parish Council.

iii) A discussion was held on the potential of establishing a WhatsApp group in the future, if appropriate, to operate alongside any confirmed Community Emergency Plan as part of forming a Community Emergency Group. Liaison with Village Hall representatives would also be explored, with the Hall considered a potential rest centre to be included within the Community Emergency Plan. The 'Nextdoor' community group was mentioned and it was suggested that it may not be a reliable platform for use in an emergency.

70/26/3 Amenities.

Hulver Village Hall. Nothing new to update.

The Church Surround. No Update.

70/26/4 Social Activities. A discussion was held on potential social activities, and it was noted that these would be best advertised via community social media avenues. A councillor noted that a Breast Health & Awareness

Session has been organised, with full details published in The Sheaf. The Parish Council directs residents to that publication for further information.

71/26 AGAR 2025/26. Correction to Box 11 Declaration. The Clerk advised councillors that external auditors have issued clarification on the completion of Section 2, Box 11 of the 2025/26 Annual Governance and Accountability Return. The Practitioners' Guide requires all authorities that are not sole managing trustees to tick 'Yes' at Box 11. The Council had previously marked 'No' in error. In line with guidance, the Clerk has corrected the AGAR by crossing out the incorrect tick and marking 'Yes'. No re-approval or resubmission is required. The corrected version has been retained on file. It was noted that this action ensures compliance. The Clerk will include a note on the website.

72/26 Insurance Renewal. The Clerk informed council that the renewal premium has been received from Zurich Insurance for the 12 month period commencing on 1st October 2026 at a cost of £304. This is the same premium cost as the previous 12 months and considered very competitive by the council. The Clerk has requested a quote from Community Action Suffolk who have confirmed that they are unable to offer terms that would be competitive at this time. On a proposition from Cllr McKay, seconded by Cllr Facer, it was agreed that the council would renew with Zurich Insurance and the Clerk would raise a cheque to cover the payment.

73/26 Speed Indicator Device. It was agreed that the Clerk would meet with councillors to confirm preferred sites of the new posts and forward the information to the relevant Suffolk County Council team to action the purchase of the posts.

74/26 Village Emergency Plan. The locations of the community defibrillators which are rescue-ready have been confirmed by Heart 2 Heart. The Clerk will include this information in the draft Village Emergency Plan and circulate to councillors. The revised Westleton Village Emergency Plan will be considered and used for future updates to the Henstead with Hulver Street Emergency Plan as appropriate. The Clerk reported that the carry case and rescue-ready kit have been added to the defibrillator cabinet at the Village Hall. Thanks were extended to the representative from Heart 2 Heart Norfolk for the time they dedicated to checking all the community defibrillators and carrying out any necessary work. It was suggested that a donation be made to Heart 2 Heart Norfolk to demonstrate the Parish Council's appreciation, and this was agreed. It was proposed by Cllr Block, seconded by Cllr McKay, that a cheque for £100 be raised. The Clerk will action this.

75/26 Community Speed Watch Scheme. The Clerk noted that five expressions of interest have been received. Information has been advertised again via the community email link. A minimum of six volunteers are required before this project can be progressed.

76/26 Co-option of Councillor. To be included on the agenda for the next meeting of the Parish Council.

77/26 Any other business.

i) A resident queried who is responsible for the maintenance of road signs in the villages. It was noted that a local farmer previously helped to maintain the large sign in Henstead village. A short discussion was held on the Suffolk County Council Community Self Help Scheme and the Community Pay Back Scheme.

ii) Continuing incidents of fly-tipping at Latymere Dam were noted. These have been reported to the relevant authorities.

78/26 Items for the agenda of the next meeting. Clerks Appraisal, Community Litter Pick, Community Self Help Scheme

79/26 Date and time of next meeting.

The next meeting of the Parish Council will take place on Wednesday 7th October 2026, commencing at 7pm.

The meeting closed at 8:45 pm

Signed Chair_____Clerk _____Date _____