

Minutes of Ufford Parish Council Meeting

Held on 16th June 2026 at 7.00pm

The Parish Hall, Church Lane, Ufford

Present

Cllr. Vincent Smith (Chair)

Cllr. Keith Bennett

Cllr. Tim Buxbaum

Cllr. Pat Edworthy

Cllr. David Findley

Cllr. Rilla Forge

Cllr. Angela Linforth

Cllr. Nigel Smith

Cllr. Murray Thomas

Cllr. Tig Thomas

County Councillor Stephen Molyneux

District Councillor Sally Noble

Judi Hallett (Clerk)

One member of the public was present

The Chair welcomed everyone to the meeting

1. Apologies for absence:

- a) To Receive Apologies: Apologies had been received from Cllr. Nick Crocker (away).
- b) To Accept Apologies: The apologies of Cllr. Crocker were proposed as accepted by Cllr. Forge, seconded by Cllr. Linforth and all were in agreement.

2. To receive any:

- a) Declarations of Pecuniary Interest in Agenda Items
 - None
- b) Declarations of Non-Pecuniary Interest in Agenda Items
 - Cllr. N Smith – Item 7 b) - A neighbour of the development
 - Cllr. V Smith – Item 12 - Treasurer to the Community Hall
 - Cllr. P Edworthy – Item 12 – Trustee to the Community Hall
- c) Applications for Dispensation on Agenda Items
 - None
- d) Declarations of Gifts or Hospitality received over the value of £50.00
 - None
- e) Notification of Lobbying with reference to any Planning Application to be discussed
 - None

3. Public Session:

- a) Reports or comment from any member of the public (notes only):
 - Lions Row campsite – The owner of the new Lions Row campsite in Loudham introduced himself and spoke about the site and his aspirations. He reported that he was looking forward to working with the Parish Council on any issues that may arise.

Chair's initials.....

He was asked if specific directions to the site were given to attendees and reported that only the What3Words location and a Grid Reference are passed on. He also indicated that he would ensure the PRoW across his land was defined and maintained.

b) Reports or comment from ESC and SCC Councillors (notes only):

- East Suffolk Council - Cllr. Noble reported on the following items:
 - Bins – The rollout of the new bins had had some wrinkles but they were being ironed out; any specific issues should be reported directly to her. The Council were asked to promote the ESC App as there were still report of residents no knowing when to put their bins out.
 - Wildlife Wise – Teams on Sutton Heath and Hollesley Upper Common are working hard and the goats had returned. There is still an issue with the amount of dog poo being left, but offenders are being challenged
 - The Walk, Ufford – Cllr. Noble had checked with ESC tree officers on the proposed works to the trees at The Walk and the officers were happy it was appropriate.
 - BNG – Cllr. Noble attended meetings with Beaulieu Homes regarding Biodiversity Net Gain and credit sites.
- Suffolk County Council – Cllr. Molyneux reported on the following items:
 - Lions Row – Excellent to hear about the work going on there
 - Cross Party Meetings and Training – A number of these have been happening to bring all the new County Councillors up to speed
 - SCC Minerals and Waste Plan – This is now out for consultation [UPC to consider at the next meeting]
 - Tour of Ufford – This happened with Cllrs V Smith and Findley and was very informative, thank you.
 - Planning – I supported the TPO at Nicholls Close and members in Wickham Market dealing with SZC traffic management.

4. To sign Minutes of meeting dated 19th May 2026:

The minutes of the Full Council meeting dated 19th May 2026 had been circulated. The minutes were proposed as a true record by Cllr. M Thomas, seconded by Cllr. N Smith and all Councillors, who were in attendance at the meeting, were in agreement that they be signed. The Clerk agreed to publish the minutes on the website.

Action: Clerk

5. To elect the Vice- Chair of the Council for 2026/27 and signing of the 'Declaration of Acceptance of Office':

In the absence of any candidates for this position, it was agreed to defer this item until May 2027.

Chair's initials.....

6. To discuss Local Government Reorganisation and the latest news from Suffolk County Council:

Cllr. V Smith reported that he had attended a SALC briefing on this subject. The work was continuing to merge the County, District and Borough Councils in Suffolk, in to three Unitary Councils, despite a challenge from the Reform Party as to the legality of the decision taken by government.

If the challenge is successful, there will be a court case and all work may stop until it is resolved. The Clerk agreed to circulate information as it was received.

Action: Clerk

7. Planning To discuss and agree responses to the following Planning Applications:

- a) DC/26/1926/TCA - 3no. Leyland cypress (G002 and T004 on plan) - Fell 1no. Sycamore (T002 on plan) - Fell 1no. Leyland cypress hedge (H002 on plan) – Fell - The Walk, Lower Road, Ufford – The following comments were made:
- The Tree Warden has viewed the proposals and has no objection to them. He also suggested poisoning the sycamore stump to ensure it does not regrow.
 - The large sycamore on Barrack Lane should not be touched, we have already commented on that.
 - Conclusion: **‘No Objection’** with suggestion from Tree Warden also passed to ESC and draw to the attention of ESC previous comments from the Parish Council on the separate sycamore on Barrack Lane (Prop: Cllr. V Smith, Sec: Cllr. Findley, all in agreement).
- b) DC/25/3572/OUT - Outline Planning for up to 26 properties 50% affordable housing - Land To The North Of Old Bredfield Road, Ufford – The following comments were noted:
- The details on the application are vague and in many cases incorrect, this could be a smoke screen for something completely different.
 - If this ‘OUT’ permission is granted it will likely lead to many amendments that are pushed through under DRC applications, which we have no control over and which will not be consulted on.
 - Why 50% affordable housing, when the requirement is 33%?
 - If this application is successful it will open the door to other applications, that would have more detail.
 - There is no reference to the Ufford NP and if permitted this will result in the further coalescence of Melton with Ufford.
 - The density is totally inappropriate for the location and the entrance to the site is too close to the junction, on the brow of a hill.
 - The plans indicate that a footpath leads out on to the very dangerous junction and allows people to walk to ‘The Town’; what town?
 - Anglian Water were not originally consulted but they have now been alerted. It is indicated that surface water will go into the main sewer; that is not permitted and with the frequent blockages in the Recreation Ground, should be opposed.

- There is no notice on the land as yet. The application claims the land is flat, it is not.
- The touring caravan site plan was permitted by ESC but had lapsed, so there is no current permission on this site.
- The application suggests the site is next to two other sites in the Local Plan; this is incorrect, the Ufford NP rejected the Notcutts site.
- When the Ufford NP was being constructed the owner of this site was contacted, but did not reply.
- The ESC Archaeological Team have said 'No objection' but what about the bronze items found on the site and other significant areas listed on Magic Maps? The possible site of the Ufford Cross has also been ignored.
- Conclusion: '**Objection**' on the above grounds (Prop: Cllr. Findley, Sec: Cllr. Forge, all in agreement)

The Clerk was asked to draft a letter for review and send a PUNCHLine reminding residents that they could comment.

Action: Clerk

8. Other Planning Matters:

- a) To acknowledge previous months list of ESC Planning decisions – There were no planning decisions taken by ESC on development in Ufford, during May 2026. The Clerk advised that she had been advised that the application for the Care Home along Yarmouth Road in Melton, would be going to ESC Planning Committee (South) in July; but that no formal confirmation had been received.

In addition, the Clerk advised that a TPO (temporary for the first six months) had been placed on a Lime and an Oak between 1 and 3 Nicholls Close and the Parish Council would consider this and comment at the July meeting.

- b) To discuss the 'Local Plan Scoping Consultation' from ESC and whether UPC wish to comment as an entity – It was agreed that UPC should comment and the Clerk was asked to download a PDF copy of the consultation questions for Cllr V Smith to draft a reply. This would then be circulated and all could comment before it was submitted.
- c) To receive update on the refurbishment of the Stocks and Whipping Post – It was established that Cllr. Buxbaum had accidentally missed emails from the Clerk and Cllr. N Smith and they agreed to re-send them. It was confirmed that online maps did not show a clear owner of the land where the stocks sat, and it was assumed therefore that it was 'SCC Highways' land. Cllr. Buxbaum agreed to serve notice on SCC.

The Clerk was also asked to write to Cllr. Molyneux to remind him of his offer of a grant for the £450.00 cost of the professional engineering design.

- d) To consider exploring the feasibility of a Rural Exception Site or the establishment of a Community Led Housing Group/Community Land Trust – The Clerk explained how the CLTs worked, as she had had a limited involvement in the Peninsula Villages Community Land Trust. After discussion it was felt that Ufford provided more social housing than most villages, and had an active Almshouse charity, providing two additional houses. Cllr. Findley proposed that the idea was not taken further at this time. This was seconded by Cllr. Edworthy and was agreed, with one abstention.
- e) To discuss the 'Planning Committees and the National Scheme of Delegation of Planning Functions: Draft guidance for local planning authorities in England' – After discussion it was agreed that it would be prudent to wait for further guidance from ESC.
- f) To discuss 'Vegetation and Trees Overhanging the Highway – Guidance' from Tree Warden – The Clerk was asked to write to thank Mr Flory for making the Council aware of the guidance.

Action: Clerk, and Cllr. Buxbaum

9. Finance Matters:

- a) To receive and agree Accounts to 31st May 2026 – The Accounts had been prepared and circulated. There were no further comments or questions.
- b) To acknowledge an amendments to the AGAR Part 3 Section 2 Statement for Year Ending 31st March 2026, in that Box 11 was amended to 'Yes', given that the Parish Councils accounts excluded any trust transactions – The Clerk explained that Box 11 of Section 2 of the AGAR had inadvertently be ticked as 'No' when it should have been a 'Yes'. After taking advice from both SALC and PKF Littlejohn LLP, she had amended the document and re-submitted it. This action was officially noted.
- c) To authorise the following Invoices for Payment:
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|--|-----------|
| i. J Hallett (Salary and Expenses) | £1,002.40 |
| ii. SCC Pension Fund (Clerk's Pension) | £196.52 |

The above payments were proposed by Cllr. Edworthy, seconded by Cllr. Bennett with all Councillors voting in favour that the payments be paid. Cllrs. Bennett and Edworthy agreed to authorise the online payments and inspected the invoices.

- d) To note Payments made since last meeting:
- i. None
- e) To note Payments received since last meeting:
- | | |
|----------------------------------|--------|
| i. Alford Storage (Clothes Bank) | £10.00 |
| ii. Lloyds Bank Plc (Interest) | £5.64 |

Action: Clerk

10. Highways:

- a) Ufford Hole Breach and PRoW – To receive update on the breach – Cllr. Findley reported that the project was moving along, but slowly. A large stretch of the river between Eyke and Ufford was now being assessed and Aaron Dixey from the Environment Agency was now responsible for the project. The project team being established will include Natural England, Environment Agency, Landowners, Internal Drainage Board, SCC PRoW, Suffolk Rivers Trust, ESC, and Network Rail. The matter had been raised at the SZC Southern Transport Forum, given the potential erosion threat to the East Suffolk Line. It was agreed that a public meeting was not appropriate at the present time; but may be in the future. It was also acknowledged that many people were angry that they could not use the PRoW.
- b) Additional Item – Path 3 and 3A across the A12 – An issue with the route across the A12 from Path 3 to Path 3A was discussed and it was agreed that signage was not appropriate. Cllr. Forge agreed to contact the footpaths warden.

Action: Clerk

11. Recreation Ground/Woodlands:

- a) To receive an update on Woodlands Management (report from Cllr. Forge) – Cllr. Forge reported on the following items:
- ESC had cut many paths in the woods, and made them enjoyable to use
 - Two dead trees had been identified but no work was required at the present time.
 - Dog poo is still an issue, both left on the path and that that is bagged up and then the bags thrown into the undergrowth. It was agreed that a message should be placed on PUNCHLine and the HUG Facebook page.
 - The Clothes Bank was overflowing and had been reported.
- b) To discuss non-authorised activity in Parklands Wood – It has been discovered that vegetation had been cut back, non-native trees planted without permission and a pet burial been established, close to the Redwood carving in Parklands Wood. The person responsible was unknown but it was accepted that that area had traditionally been managed by local residents to provide a safe area for children to play. It was agreed that the Clerk should draft a polite letter, asking for the trees to be relocated in the Autumn, no further pet burials to take place and no cutting of vegetation to take place without consulting the Parish Council. The letter should also offer to plant native trees in the autumn to replace those relocated.

Action: Clerk

12. Community Hall - To receive monthly update on management of the Hall:

Cllr. V Smith reported that the committee were investigating purchase of a new Television and new heating system. It was acknowledged that a quote for a Fish Eye CCTV camera had been requested but not yet received (Clerk to chase). Cllr. V Smith also wished thanks to be recorded to Mr Churchyard, who had re-fixed the cooling system to the wall. This will now be professionally drained and removed later in the year (to avoid disturbing the birds nesting in it currently).

Action: Clerk

Cllr. V Smith proposed that Standing Order 3. X) be suspended to allow the business of the meeting to conclude. This was seconded by Cllr. Bennett and all were in agreement.

13. Quarterly Health and Safety Review – To receive notification of any H&S matters and to add to Action List:

It was agreed that the following amendments would be made to the Health and Safety Record:

- i. Gate on Footpath 20 – Item to be closed as new pedestrian gate installed by Mr Notcutt
- ii. Village Sign – Item to be added to list and monitored – Signpost is becoming slightly loose in the metal shoe. Mr Churchyard had reported that the sign was not currently hazardous and that the movement was consistent with the age of woodwork.
- iii. Zip Wire – Item to be added as a bolt has come loose from the main frame. Bolt found and passed to Mr Churchyard who will re-fix and check all other bolts

Action: Clerk

14. To receive reports on meetings attended on behalf of the Council:

- Tour of Ufford for Cllr. Stephen Molyneux – *Cllrs. Findley and V Smith* – Cllr. Molyneux had alluded to this in his report. The Clerk reported that she would be taking Cllr. Noble and Cllr. Annette Dunning on a tour of the village in July. Cllr. N Smith advised he would attend if possible.
- Site visit to 'Land To The North Of Old Bredfield Road, Ufford' with Cllr. Sally Noble – *Cllr. N Smith and Clerk* – Cllr. N Smith reported that a walk around the site had taken place and history passed on to Cllr. Noble. It had been clear that the site was undisturbed and housed many trees (including a black poplar). Aerial photographs of the site had also been taken.
- SZC Southern Transport Forum – *Cllr. Findley* – a report has been circulated to all Councillors; the discussion mainly focused on the traffic calming scheme in Wickham Market, where there were some concerns about the design and potential for speeding. An exhibition of the plans was due to take place in WM on 2nd and 3rd July and the Clerk was asked to place the details on to a PUNCHLine. *[Note: the clerk has subsequently been informed that this event has been postponed]*

- ESPA Meeting – Cllr. Findley – a meeting had been attended in Lowestoft earlier in the month; notes were included in the report on SZC referred to above.

Action: Clerk

15. To receive agenda items for next meeting and agree date of Next Meeting (21st July 2026):

It was agreed to include the following items on the agenda of the June meeting:

- Review of the Projects List
- Discussion on plans to improve the BMX track quality
- CIL Money – Review of funds and spending restrictions
- 20Mph – What are the next steps?
- SCC Call for sites for Minerals and Waste Plan

Action: Clerk

The meeting was closed at 9.10pm

Signed:.....

Cllr. Vincent Smith - Chair

Date:

Judi Hallett
Clerk to Ufford Parish Council

Chair's initials.....