



# Huntingfield Parish Council

## Minutes

**Minutes of the meeting of Huntingfield Parish Council held on Wednesday 14<sup>th</sup> January 2026 in the Hub.**

**Councillors attending: Cllr David Blackmore (Chair), Cllr Sarah Kline, Cllr Emma Ward, Cllr Edward Watson and SCC Stephen Burroughes. Also attending were 7 members of the public and Clerk/RFO Carol Hume.**

**1.26 Apologies and approval of absences.** DC Julia Ewart had sent her apologies.

**2.26 To receive Declaration of Interest.** All Councillors declared an interest in Items 10 and 11.

**3.26 To consider requests for dispensations.** No requests received.

**4.26 To resolve that the minutes of the HPC meeting held on 12<sup>th</sup> November 2025 are a true and correct record.** The minutes were signed as being accurate by the Chairman.

**5.26 To co-opt a new Councillor to Huntingfield Parish Council.** John Folan was proposed by Cllr Kline, seconded by Cllr Ward and was unanimously co-opted as a Councillor. He signed the Declaration of Acceptance and was welcomed to the Council by the Chairman.

**6.26 Public participation session (15 minutes) to include County and District Councillor reports.**

There were no issues raised by residents which wouldn't be covered later in the agenda. The Chairman welcomed SCC Burroughes and asked him to give a brief spoken report. SB said that on Monday 12<sup>th</sup> January SCC had held an extraordinary meeting to highlight the issues that are being caused by major reforms to local government. A decision by the government on local elections is expected in February with elections planned for May 2026. A Department for Transport traffic light rating system has shown Suffolk in red meaning SCC are not spending government funds effectively on fixing potholes and other long term road maintenance measures. £26m is to be invested in bus funding as there is a demand for more buses in rural areas. The additional road markings requested by HPC on Barrells Hill would cost circa £200 each plus VAT. The highways budget is spent up to April 2026 so it depends on whether there is further funding available following local elections. It may be possible to spend CIL money on this (would need to check this is allowed) but SB said in March he will have a decision anyway.

### **7.26 Progress reports for information**

a) Brick Kiln Lane drainage – Nothing has been heard from Wilderness Reserve. The Chairman has received an estimate of £1180 from Frank Allen for further works on the ditch as the initial works were not good enough. This would be paid for using CIL funds and was agreed as a costed item.

b) Barrells Hill additional road markings – This has been covered already in Item 6.

c) The Hub/Huntingfield PC draft lease – The Chairman said that much of the draft is not relevant. He suggested that Councillors need to sit down, discuss the draft clause by clause and submit a simplified final draft to the solicitors. Cllr Kline expressed concern about the cost of the legal fees but funds have been set aside for this on the current budget.

- d) Village Gateways – These have all been installed and look very good in position.
- e) Neighbourhood Plan – As the resident who has agreed to take this forward was not at the meeting, no update was given. This item will be moved to the next meeting agenda.

### **8.26 Finance**

- a) The Statement of Accounts for the current financial period was agreed and signed by the Chairman.
- b) The Bank Reconciliation to date was agreed and signed by the Chairman
- c) The Authorisation to Pay was agreed and invoices signed by the Chairman and Cllr Ward.
- d) The account receipts as listed on the agenda were approved.
- e) The RFO had circulated two 2026/2027 budgets for Councillors to consider. One showed the 26/27 precept figure the same as 25/26 and the other showed the increased figure. After discussion it was agreed to adopt and approve the first budget option.
- f) The precept for 2026/2027 was agreed at £6715.29 which is the same as 25/26 and represents a change of -5.68% for a Band D property council tax bill. This was proposed by Cllr Kline, seconded by Cllr Ward and agreed unanimously.
- h) The Internal Controls Report will be completed by the clerk and Cllr Kline in February.

### **9.26 Planning**

No new applications had been received.

**10.26 CIL expenditure updated costings for HubFest funding, new Hub noticeboard and new dog waste bins** – SCC Burroughes can provide funding for the dog bins from his locality budget. The clerk will provide him with a quote from ESC. The Hub donation post is arriving on 15<sup>th</sup> January and the Hub will be repaid the cost from CIL funds on presentation of an invoice. The cost of £402.54 for the new Hub noticeboard was agreed as a costed CIL item. The clerk will liaise with Julie Collett and order it. The Chairman had circulated detailed expenditure costings for HubFest #2 totalling £3883. He went through the details; it is hoped this year will be bigger and better than last year with double the number of people attending resulting in increased income. Cllr Watson proposed a contingency figure of £4k, which was seconded by Cllr Kline and agreed.

### **11.26 Future CIL spending MG costed plans plus further spending ideas**

The RFO had updated the spreadsheet previously circulated which shows the total CIL income and expenditure since 2022 with the running balance plus further spending suggestions, both costed and uncostered. An estimated costing of circa £5k for new picnic benches and tables on the MG was proposed for approval by Cllr Blackmore, seconded Cllr Watson and agreed. Funding for expansion to the MG disabled car parking which would mean moving the fence eastwards, levelling the site and putting down a hard surface was agreed in principle. Estimates will be obtained for discussion at the next meeting. A further suggestion for CIL fund spending was to provide a path or stepping stones from the pub path to the steps near the Hub, plus some temporary lights. Also some motion sensor lights above the Hub key box. This too was agreed in principle subject to estimates and a conversation with the Huntingfield Arms landlord. A suggestion from the last HPC meeting about funding roadside scrub clearance near the Hub entrance would now be added to the “clean up day” in April as a village project. The date for this will be arranged at the next HPC meeting.

### **12.26 New HPC councillor email addresses**

All councillors have set up their new addresses apart from Cllr Ward and Cllr Folan.

**13.26 To note correspondence received and circulated**

Cllr Watson had circulated some information about a new enforceable 20 mph Suffolk CC policy for smaller towns and villages. This item will be put on the next agenda for discussion and Cllr Watson will circulate any further information that he receives before then.

A letter from AWFEM Ltd, a company specialising in grounds maintenance offering reduced service rates for parish councils for grass cutting, hedge cutting etc. will be added to the agenda for the next meeting when discussing the grass cutting contract.

A letter and poster received by the clerk about a consultation which closes on Tuesday 24<sup>th</sup> February on how ESC will engage communities in local planning processes will be put on the noticeboard.

**14.26 Date of the next meeting – Confirmed as Wednesday 11<sup>th</sup> March 2026 at 7 pm in the Hub.**

The meeting closed at 8.05 pm

**Minutes agreed as correct.**

**Chairman** \_\_\_\_\_ **Date** \_\_\_\_\_

**Carol Hume**  
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