Huntingfield Parish Council
Minutes

Minutes of the meeting of Huntingfield Parish Council held on Wednesday 13th May 2026 in the Hub.

Councillors attending: Cllr Edward Watson (Acting-Chair), Cllr Sarah Kline, Cllr John Folan, Cllr Emma Ward, SC Councillor Annette Dunning, D Cllr Julia Ewart. Also attending were 7 members of the public and Clerk/RFO Carol Hume.

35.26 Apologies and approval of absences. None. The resignation of Cllr D Blackmore had been dealt with at the AGM prior to this meeting.

36.26 To receive Declaration of Interest. None

37.26 To consider requests for dispensations. No requests received.

38.26 To resolve that the minutes of the HPC meeting held on 11th March 2026 are a true and correct record. The minutes were signed as being accurate by the Acting Chair.

39.26 Public participation session (15 minutes) to include County and District Councillor reports. All dealt with during the Annual Parish Meeting earlier.

40.26 Progress reports for information

a) New dog waste bins – Thes have still not been installed despite numerous emails sent by the clerk to ESC. DC Ewart said she will chase the order for these up and report back to the clerk.

b) The Hub/Huntingfield PC lease – A meeting between HPC and the Hub Committee needs to be arranged to finalise this. Mrs Collett asked for a copy of the draft lease to be sent to her for consideration. Cllr Watson will action this.

c) Village 'clean-up day' – This was held on Sunday 12th April with 4 people taking part. Glass and rubbish was found in the stream and on the road too. Holland Rise was tidied up too. Cllr Folan did a really good job on this.

e) Councillor email addresses – Cllr Ward has not changed hers yet. The clerk will put a list of all the new addresses on the noticeboard and notify the editor of the Hare.

41.26 Finance

a) The Statement of Accounts for the current financial period was agreed and signed by the Acting Chair
b) The Bank Reconciliation to date was agreed and signed by the Acting Chair.
c) Bank balances as at 31.3.2026 – Current A/C £39,923.49 Savings A/C £20,446.95 were confirmed
d) Bank balances as at 30.4.2026 – Current A/C £49,892.01 Savings A/C £20,455.63 were confirmed
e) The account receipts as listed on the agenda were approved.
f) The AGAR Section 1 Annual Governance Statement was approved and signed by the Acting Chair
g) The AGAR Section 2 Annual Accounting Statement was approved and signed by the Acting Chair
h) The external audit for 2025/2026 was agreed
i) The CIL return as at 31.3.2026 for 2026/2026 was approved and signed by the Acting Chair
j) Heelis and Lodge were appointed as internal auditors for 2025/2026
e) The Asset Register was reviewed and approved.

f) The Authorisation to Pay as listed on the agenda was approved for payment.

42.26 Planning

DC/26/1070/ADN – Non-illuminated advertisement consent – Permanent signage on Laundry Lane – The sign saying "Dead End" is going up at Hedgerows.

DC/26/0015/AND – Non-illuminated advertisement consent – Permanent site entrance signage at Brick Kiln Lane and Halesworth Road – There will be a finger-pointed sign on the Heveningham Road and a set of gates on Brick Kiln Lane. The gates will be 5ft high and solid which will block the view across the Blyth Valley. Cllr Watson will contact Matt Bostock and request that a bar gate design be considered instead. The deadline for commenting on both applications has passed but the clerk will still make a comment from HPC about the request for a low bar gate as above.

43.26 CIL expenditure - updated costings

The clerk had updated and circulated the income/expenditure spreadsheet to councillors prior to the meeting. It shows further spending on ditch works, the Hub noticeboard, fallen tree felling and new tables for the Hub. There is a new 'Thriving Places Fund' of £1.5million which will be available to town and parish councils and can be used alongside CIL funds to finance community projects. Further ideas should be listed so that an application can be submitted to ESC. Sam Kenward and DC Ewart would be available to help with this. The 3m x 6m gazebo plus accessories as discussed at the last HPC meeting will cost £1677.98. The order for this will be placed next week.

44.26 Further CIL spending ideas

The audio-conferencing system (as described by Cllr Watson at the beginning of the AGM earlier) will cost circa £1k. This was agreed and will be ordered by Jim Wardale. Other ideas without costing estimates are: a Memorial Garden/Arboretum managed wildflower area; a wheelchair track to access the MG, along with a wooden adult outdoor gym; steps, a handrail with solar-powered lights to make MG access with less of a slope. Steve Thurston will quote for this. Cllr Ward said more lights are needed for the step on the Green so she will get some.

45.26 Village Green Path

David Blackmore had sent an email saying he had put a proposal for this in his last Hare article and got no Responses. He concluded that there is no desire in the village to progress with this.

46.26 Suffolk CC 20 mph village limit proposal

Cllr Watson said he is waiting for more information on this, there may be legal fees involved. The clerk will contact Heveningham, Walpole & Cookley, Ubbeston, Chediston & Linstead Parish Councils and ask if they would be interested in collaborating with HPC on this. DC Ewart and SCC Dunning will also work together on this subject too.

47.26 To note correspondence received and circulated

"Dog Poo Fairy" – no interest in pursuing this. Dates for Dementia Workshops – the clerk will put this on the noticeboard.

48.26 Date of the next meeting – Confirmed as Wednesday 8th July 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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