



Huntingfield Parish Council

Minutes

Minutes of the meeting of Huntingfield Parish Council held on Wednesday 12th November 2025 in the Hub.

Councillors attending: Cllr David Blackmore (Chair), Cllr Sarah Kline, Cllr Emma Ward.
Also attending were 6 members of the public and Clerk/RFO Carol Hume

78.25 Apologies and approval of absences. Cllr Edward Watson sent his apologies as he is away working (the reason for absence was noted by the clerk). DC J Ewart and SCC Councillor S Burroughes sent their apologies (apologies from SCC Burroughes were received by the clerk after the meeting).

79.25 To receive Declaration of Interest. None

80.25 To consider requests for dispensations. None

81.25 Resignation of Cllr C Kruger. Received by email on 21st September and accepted by councillors. It is hoped that Huntingfield resident, John Folan, will be co-opted on to the Parish Council at the meeting in January 2026.

82.25 To resolve that the minutes of the HPC meeting held on 10th September are a true and correct record. The minutes were signed as correct by the Chairman.

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

A resident asked if the lighting on the oak tree could be removed as it is just hanging dangerously from a branch. The Chairman said he will do that with help from another parishioner. Another resident asked if there could be dog waste bins at the end of Barrells Hill and at the top of Brick Kiln Lane. This was agreed and **the clerk will purchase two new bins.** The roadside ditch opposite Malt Cottages is still very wet and dangerous, and the verge has not been dealt with despite being agreed to at the HPC meeting in November 2024. **The Chairman said he will speak to Sam Fairs to see what can be done.**

The latest report from SCC Councillor Burroughes had been circulated before this meeting. No report was received from DC Ewart.

84.25 Progress reports for information

a) Brick Kiln Lane drainage – The piping work is all complete and paid for. **The Chairman will inform Matt Bostock (Wilderness Reserve) that the metal grill now needs to be placed on the face of the drain on their side of the entrance to the Millenium Green.**

b) Barrells Hill additional road markings – The clerk has been in touch with SCC Burroughes and has asked him if SCC can provide 'SLOW' markings and 'Road Narrows' signs at the top and bottom of Barrells Hill. He replied that due to lack of funds HPC would be asked to pay half of the cost. He will provide a figure for this in due course for HPC to consider.

- c) The Hub/Huntingfield PC lease – The Chairman said that this has become bogged down with Land Registry issues. He intends to contact the solicitor and ask her to simply provide a draft lease for review.
- d) Village Gateways – These have all been delivered and it is hoped that two of them will be put in position in the next week, followed by the other two.
- e) Neighbourhood Plan – As the resident who has agreed to take this forward was not at the meeting, no update was given. The Chairman said that more volunteers were needed to assist with the process.

85.25 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 Kline.
- d) The account receipts as listed on the agenda were approved.
- e) The RFO produced a draft budget for 2026/2027 which will be finalised and agreed at the next HPC meeting in January 2026, when the precept for 2026/2027 has been agreed.
- f) The precept for 2026/2027 will be finalised at the next HPC meeting in January 2026.
- g) Standing Orders and Financial Regulations, having been circulated to councillors, were adopted.
- h) Internal Controls and the Risk Assessment, having been circulated to councillors, were adopted.

The Internal Control Report will be completed by the RFO and Cllr Kline.

- i) Councillors agreed after review, that the Internal Audit for 2024/2025 was effective.

86.25 Planning

- a) DC/25/3809/VOC – Variation of Condition No 2 of DC/23/2971/FUL – Minor amendments to the approved plans – Huntingfield Hall, The Street, Huntingfield, Halesworth, Suffolk IP19 0QA.
- b) DC/25/3810/LBC – Listed Building Consent – proposed minor amendments to references DC/23/2971/FUL – Huntingfield Hall, The Street, Huntingfield, Halesworth, Suffolk IP19 0QA.

It was agreed that as the proposed alterations are minor and as long as the property is for family use and not a commercial site (**the Chairman will confirm this with Mr Bostock**), then there are no objections.

87.25 Report on Local Government Reorganisation virtual meeting 15.10.2025

Neither the Chairman nor Cllr Kline had followed this meeting online. Suffolk County Council's cabinet has voted in favour of creating a new mayorial authority for Norfolk and Suffolk, but any final decision on devolution has yet to be made.

88.25 Future CIL spending MG costed plans plus further spending ideas

The RFO produced a spreadsheet showing total CIL income and expenditure since 2022 with a running balance plus listed further spending suggestions yet to be costed. This will be circulated and the ESC CIL Infrastructure list will be posted on the village website. Pearce and Kemp will supply costings for a power supply to the MG. The Chairman has been in touch with ESC Infrastructure Team asking if CIL money can be used to hire portable toilets for Hubfest. The reply was positive but said that CIL is better used for improving community facilities. The Chairman will investigate further to establish if CIL can be used to fund Hubfest. A costed proposal will be discussed at the January HPC meeting. A resident raised the idea of using CIL funds to pay to clear the roadside bank at the Hub entrance of dead trees and undergrowth. This will be discussed further at the January HPC meeting. Another idea for CIL spending is a new noticeboard for the Hub.

89.25 Moving to gov.uk domain name and email addresses

The clerk has obtained a price from One Suffolk (current web host) of £217/year. This was accepted by councillors. **The clerk will contact One Suffolk who will implement the changes.** Councillors agreed the new domain name will be www.huntingfieldparishcouncil.gov.uk and new email addresses will be in the same format.

90.25 To note correspondence received

Correspondence circulated prior to the meeting from ESC Local Plan 'Call for Sites' – it was agreed this project is not for Huntingfield. A request from Citizens Advice Suffolk for funding was rejected.

91.25 Date of the next meeting – Confirmed as Wednesday 14th January 2026 at 7 pm in the Hub.

The meeting closed at 7.55 pm

Minutes agreed as correct.

Chairman _____ **Date** _____

Carol Hume
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