

Bildeston Parish Council

Draft Minutes of the meeting of the Parish Council held Monday 6th July 2026, 7.30pm, at Chamberlin Hall, Chamberlin Close, Bildeston.

Present:	
Cllr Philip Alcoe	Clerk – Angela Chapman
Cllr Richard Lester	3x residents
Cllr Ray McCann - Chairman	1x representative for B Natural – Tim Hooper
Cllr Stuart McCreddie	1x representative for Sports Field committee – Chris Smith
Cllr Robin Sidgwick	
Apologies: County Cllr Robert Lindsay, District Cllr Deborah Saw	

C723/26/27 Chairman's Welcome & Apologies

Chairman Ray McCann welcomed all to the meeting. Apologies noted.

C724/26/27 Declaration of pecuniary and non-pecuniary interests. Cllr Richard Lester – St. Mary's PCC, Kings Pightle Nature Reserve, Sports Field/ Pavilion committee.

C725/26/27 Requests for dispensation in respect of pecuniary interests. None.

C726/26/27 Minutes of Last Meeting held 8th June 2026 approved as a true record of the meeting.

C727/26/27 Public Session – to include County Councillor and District Councillor reports.

Adjourned 1932hrs to receive reports from County and District Councillors and consider any matters raised by local parishioners.

Chairman Ray McCann summarised the reports sent by CC Robert Lindsay and DC Deborah Saw.

DC Deborah Saw – apologies given.

Full report from Babergh **District Councillor Deborah Saw** can be seen separately in the Bugle and on <https://bildeston.org/parish-council/county-and-district-councillors-report/>

CC Robert Lindsey

Full report from Suffolk County Councillor Robert Lindsey can be seen separately in the Bugle and on <https://bildeston.org/parish-council/county-and-district-councillors-report/>

Resident – advised they had been in contact with SCC Highways regarding the resurfacing of the road after the Anglian Water replacement main water pipe works. Clerk to forward email information to the resident.

Weavers Grove – Cllr Richard Lester reported the ditch on the Ipswich Road was not effective and had not been excavated correctly. He will contact DC Deborah Saw.

It was reported that the occupied houses on Weavers Grove site were not on the main drain but having the waste water and effluent pumped into a holding tank which was being emptied regularly. Clerk was asked to pass this information onto DC Deborah Saw.

Reconvened 1944hrs.

C728/26/27 Planning Applications

Planning Appendix A - Items for comment

DC/26/02230

Proposal: Full Planning Application - Change of Use from dwelling (C3) to Hotel Guest

Accommodation (C1) (Accommodation to be associated with Bildeston Crown).

Location: 110 High Street, Bildeston, Ipswich, Suffolk IP7 7EB

Comments: No objections.

Planning Appendix B – Items determined by Babergh District Council

None.

C729/26/27 Clerks Report

Ashtons Solicitors – the Deed of Grant plans for the Chamberlin Close roadway have been returned again, as the amended copy was incorrect. PC is awaiting a response.

Smith of Derby – I have a call in to Andy Burdon at Smith of Derby to discuss the guarantee.

Environmental Improvement project – this is ongoing. Cllr Robin Sidgwick is meeting with Richard Parmee/ Babergh.

Grove Cemetery – documents, plot plan etc, have been sent to Cllr Robin Sidgwick who is supporting on Grove Cemetery. A wasp's nest was reported under a memorial tree, this has been dealt with.

Finance & Governance

All finances are in order. The AGAR and related paperwork has been sent to PKF Littlejohn the external auditors. Receipt has been acknowledged. The external audit report should be signed off for the September meeting.

Note: CC Robert Lindsay attended the April meeting. Please note that his report was not read out in his absence.

Grove Cemetery - Cllr Robin Sidgwick will deal with the memorial trees that have not survived.

C730/26/27 Projects and Progress Reports

- a. Neighbourhood Plan – Cllr Philip Alcoe confirmed the consultant for the NP had been engaged. The group have been approached by the Buckle family regarding an initiative to improve the village. The family have a great interest in Bildeston with a long history of attachment to the village and would like to leave a legacy. A meeting/ workshop is being held by the Buckles at the Crown, attendance by invitation. It was advised that all residents are to be involved.
It was noted that the Neighbourhood Development Plan would be a legal document, considered by Babergh District Council in their Joint Local Plan, any other plan would not be. The PC and the NDP group are pressing ahead with the plan.
- b. Concept for the telephone box – Market Place – it was agreed to look at alternative ideas. Look at the Chelsworth box.
- c. Sports field container – the container is used for storage for the sports field, the Parish Council's archived documents and any village organisations that need to store paraphernalia for their fundraising. Cllr Richard Lester, who is a Trustee on the Sports Field committee, explained the situation had changed with the current youth football team purchasing a grass cutting tractor with a grant from Kings Pightle Nature Reserve Trust. He proposed that all the contents of the container are relocated to a shed in the far corner of the field, next to the Kings Pightle Nature Reserve entrance, and into the small referee changing room in the Pavilion. The purpose-built racking in the container would be taken out.
It was pointed out that the container was paid for by the Parish Council, the Sports Field committee and a local benefactor, Cllr Robin Sidgwick and is a useful storage facility for the PC and village organisations, which was why it was installed in the first place.
It was suggested that once operatives had been trained on the grass cutting tractor they may cut the whole field, which would save the PC the cost of doing so. But this couldn't be committed to at present. Cllr Ray McCann suggested an on-site meeting. Date Monday 27th July 2026.
- d. Water standpipes in the Market Place and the triangle – Nigel Plumb/ AW to be contacted.
- e. Repainting of Market Place bollards – Cllr Robin Sidgwick offered to repaint the bollards, black/ gold trim, the same as the litter bins, including the ones around the War Memorial. PC agreed and approved costings up to £110.00 for materials. Resident Ian Ireland thanked Cllr Robin Sidgwick for all his work around the village.

Ian Ireland offered to contact the War Memorial Commission with a view to cleaning the memorial in the Market Place. PC thanked him and asked for the PC to be kept informed.

- f. Remembrance Day service – Market Place - road closure – after discussion it was decided not to apply for a road closure as the Anglian Water works will still be ongoing and the High Street will still be closed.
- g. update on village amenities – none.

C731/26/27 Administrative, Finance and Governance Reports

- a. Payments for approval

Payee	Description	Net of VAT
Trevor Brown CFPA	Internal audit fee	£326.40
Chamberlin Hall MC	Room hire	£30.00
A Chapman	Clerks admin expenses	£39.00
SMS	Microsoft 365 subs	£43.40
P Barham	Environmental management	£484.00
A Chapman	Clerks salary	-.-
HMRC	PAYE & NIC	£225.91

- b. Approval and signing Scribe of monthly accounting reports – checked and signed.
- c. Risk Assessment Register – reviewed and approved.
- d. Internal Auditor's report – noted; action recommendations – defer to Sept meeting
- e. Ashtons Solicitors – Chamberlin Close Deed of Grant and plan – see C729/26/27 above.
- f. B Natural grant request – Tim Hooper advised other grants are being sought for this year's festival. Cllr Ray McCann suggested approving £1,000, with a further £1,000 available if required. Cllr Richard Lester proposed the suggestion, £1k in the first instance, 2nd £1k if needed. Unanimously approved.
- g. Playground inspections – light touch weekly inspection now required, as well as the more thorough monthly inspection. Cllrs Sidgwick, Lester and resident Ian Ireland to liaise with each other to arrange a working group to carry out the inspections and post the inspection forms on SharePoint.
- h. Working Groups – updated list distributed. Cllr Richard Lester to join the Finance Group.

C721/26/76 Matters to be brought to the attention of the Council

None.

C722/26/27 Items for next agenda to be sent to the Clerk for consideration.

Email the Clerk.

Meeting closed 2105hrs.

Date of next meeting: Monday 7th September 2026 7.30pm, at Chamberlin Hall, Bildeston.

Village website: www.bildeston.org