

Minutes of Bucklesham Parish Council MeetingHeld on Wednesday 12th March 2025 at 7:00pm

In Bucklesham and Foxhall Village Hall, IP10 0DZ

Present

Cllr Trevor Bickers

Cllr Rhea Gardner

Cllr Clive Lenton (Chair)

Cllr Gemma Marriage

Cllr Kathryn McDonald

Cllr Kathryn Roper

Cllr Lynda Seagroatt (Vice-Chair)

(after item 3.a)

Cllr Lee Reeves (ESC)

Ruth Johnson (Clerk)

2 members of the public were present

1. Apologies for absence:**a. To receive apologies for absence.**

Cllr Roper informed the Clerk that she would be late due to a prior engagement.

b. To accept apologies for absence.

Cllr Lenton proposed Cllr Roper's apologies were accepted, this was seconded by Cllr Gardner and all were in favour.

2. To receive any:**a. Declarations of Pecuniary Interest.**

Cllr Seagroatt declared a pecuniary interest in item 8.b as her husband had submitted a quote for the removal of the play equipment.

b. Declarations of Non-Pecuniary Interest.

There were none.

c. Applications for Dispensation on Agenda Items.

There were none.

d. Declarations of Gifts or Hospitality received over the value of £50.00

There were none.

e. Notification of Lobbying with reference to Planning Applications to be discussed.

There were none.

3. Public Participation – To receive:**a. Reports from County and District Councillors:****• Suffolk County Cllr Patti Mulcahy:**

A report from Cllr Mulcahy had been received earlier in the day but had been sent to the Parish Council's old email address and therefore not been forwarded to the Councillors in time for the meeting. Cllr Mulcahy sent apologies as she had prior commitments. Cllr Mulcahy also expressed her dissatisfaction with the repeated requests from the Council for assistance and reports, and at the way in which they had been asked. She stated that she would respond to future requests in a timely manner if they were respectful.

- East Suffolk District Cllr Mike Ninnmey and Cllr Lee Reeves:

Cllr Ninnmey sent his apologies and Cllr Reeves was thanked for his attendance and their detailed monthly reports which had been circulated to all Councillors.

Cllr Lenton thanked both Councillors for the generous donation of £1,000 from their Enabling Communities Budget which will support the new play equipment project. Cllr Lenton stated that support from District and County Councillors is vital when applying for grants and their generosity will open the door to other funding opportunities.

Cllr Reeves talked at length about various issues involving the District Council and updated the Parish Council on many local topics, including several big changes that are about to happen such as the National Planning Policy Framework, and the Devolution project amalgamating both District and County Councils into one larger unitary Council.

- b. Questions from any member of the public:

Members of the public were reminded by the Chair that any questions of the Council about agenda items could be asked at this time, but once the meeting reconvened members of the public would not be permitted to speak again and may only observe the proceedings (in accordance with the Local Government Act 1972).

A member of the public spoke with regards to the 'Slow Down Children Walking' signs that had been erected on the path to school. The resident stated that they were a hazard and would distract drivers. The Chair, Cllr Lenton, replied that they had been purchased in response to ongoing issues with speeding traffic, and that the Council had received a lot of positive feedback and thanks from other residents who were grateful for the Council's attempt to help solve the issue.

4. To agree Minutes of meeting dated 8th January 2025.

All Councillors agreed that the Minutes were an accurate record of the meeting. Cllr Roper proposed that the Minutes should be signed, this was seconded by Cllr Bickers and all Councillors agreed.

The Minutes had already been published on the website in draft form in accordance with the Localism Act 2011.

Action: Clerk

5. Clerk's Report – To receive updates on matters not requiring debate or decision.

The Clerk had continued to inform the Council of ongoing issues via a weekly email. Much of the work that the Clerk had been involved with was on the agenda, however some specific points were highlighted:

- i. Information received from the Football Association had been passed to the residents who requested a village football team be re-started. There were several requirements which may prove difficult to meet.

- ii. SCL Landscape Management Ltd have been instructed to take on the grass cutting on the Playing Field and Allotments for this coming season. They have agreed to invoice the Council annually in October once the last cut has been completed.
- iii. All families that had been written to and asked to cut back their hedges which were encroaching onto the footpaths and pavements have done so.
- iv. Suffolk Association of Local Councils (SALC) are hosting an information sharing evening on the Devolution proposals on 27th March which the Clerk will attend. This is also open to any Councillors.
- v. The Clerk will be attending mandatory Prevent training (Prevent is a national programme that aims to stop people from becoming terrorists or supporting terrorism) as hosted by SALC on 24th March. This will also help the Clerk in her role at the Village Hall when hiring the Hall to unknown groups and speakers.
- vi. The Clerk reported that there has been no further correspondence from Novus with regards to the Community Benefit Fund.
- vii. The Clerk received updates from Justin Lewis, Highways Liaison Officer, on the following issues:

| Problem Reported | Highways Response |
|--|---|
| Potholes in Nacton Lane (from Seven Hills roundabout to Main Road) | Not on a Maintainable Highway* |
| Missing bus stop sign on C375 Brightwell Road | Transferred to SCC Transport Team |
| Overgrown path to School | Not at Intervention Level |
| Blocked gully on Levington Lane | Passed to specialist drainage team for them to assess and prioritise for potential inclusion in forward works programme |
| Uncleared ditches on Levington Lane causing flooding (passed last house on bend) | Referred for potential future works |
| Weeds in gully on Main Road causing flooding | District Council responsibility** |
| Damaged road sign by the Forge | Not at Intervention Level |

*Clerk queried this statement as Nacton Lane *is* definitely a maintainable Highway and *not* a private road – no further response was received, but spray paint on the Nacton Lane indicates the issues have now been recognised.

**Clerk reported to District Council who will add to list of works to be completed as funds allow.

Following a suggestion from Cllr McDonald, the Clerk had sought the advice from the CIL team as to whether a full overhaul of the path to school could be paid for using East Suffolk Council's Local CIL fund and not the neighbourhood CIL that the Parish Council hold.

The CIL team advised that because any work undertaken would be classed as 'repair and maintenance' the Parish Council would have to fund it. If the work necessary had been considered 'enhancements and improvements' East Suffolk Council's Local CIL fund could have been requested.

There are some very small differences between the two pots but the Council needs to be mindful that CIL money can only be used if projects demonstrate 'additionality as well as mitigating the impact of growth or supporting development in the area'. Suffolk Highways have requested a quote for the cost of the works to be done be sent to the Parish Council. Cllr Marriage suggested requesting the path be made into a cycle path and that this may meet the criteria for Local CIL. All Councillors thought this was an excellent idea. The Clerk agreed to try and will add this to the next Agenda once the quote and advice on the idea is received.

- viii. The date for the Annual Litter Pick has been arranged for Saturday 5th April starting at 8:30am in the Village Hall car park. Cllr Marriage will also organise a clean up of the pit on the Allotments on Sunday 6th starting at 10am. All waste collected to be left at the Village Hall. The Clerk had requested that East Suffolk Services collect the rubbish the following week.
- ix. Local MP Jenny Riddell-Carpenter visited Bucklesham Primary School and has offered her support to the campaign to reduce the speed limit on the C375 Brightwell Road. She wrote that 'it's clearly an unsafe road, especially so close to a primary school, frequently crossed by parents and children. I'll be liaising with the council to address this issue and ensure the safety of everyone in the village'.

6. To receive report from Cllr Gardner on the Town and Parish Planning Forum held on 03/02/2025.

Cllr Gardner attended the Planning Forum hosted by East Suffolk Council and informed the Council of main points to take away:

- The Local Plan will be renewed over the next 3 years; this process will start with a 'Call for Sites' in 2025. However, it is suspected that if Suffolk goes down the 'devolution' road this timetable may be altered.
- Wildlife Wise is a new initiative.
- Sarah Potter is the new Public Rights of Way (PROW) Development Officer. PROW are managed by SCC but ESC now have an office looking out for them as well.
- CIL - there are three CIL pots:
 - DCIL = District CIL – to be spent by ESC on major infrastructure projects
 - LCIL = Local CIL – split into two further pots:
 - Local CIL Fund
 - Local CIL Play Fund
 - NCIL = Neighbourhood CIL – sent to Town and Parish Councils for them to spend. If there is a project where no NCIL is available it is worthwhile applying to ESC for LCIL.
- Agendas for planning Committee Meetings will be send out on Mondays (8 days ahead of the Tuesday meetings).

7. To receive report from Councillor Gardner on the Felixstowe Peninsular Community Partnership (FPCP) meeting held on 26/02/2025.

Cllr Gardner reported that the meeting offered a useful review of several of the projects funded by the FPCP over the last twelve months. The main focus is on Felixstowe, but Bucklesham has received funds in the past e.g. improvements to the Village Hall.

The Partnership has four Priorities:

1. Improving opportunities for young people including carers, reducing anti-social behaviour & drug use.

Urban Music Workshops operated by LEVEL 2 were held during October half term for young people 12-21 years. This was facilitated by a professional music technician and lyricist, supported by youth workers, and received a lot of very positive feedback.

£1,598.00 allocated by CP funds

Summer School Literacy Project, run jointly by Felixstowe School and Felixstowe Library, 80 children attended and each received their own book. In the second half of the Autumn term a storyteller visited Year 7 for two days (250 children involved). Again very good feedback was received.

£2,440.00 allocated by CP funds

2. Enabling opportunities for adults including carers, to build their life skills & wellbeing.

'Carers Meet and Greet' which brings together carers and their adult cared for person for respite – thus improving both parties' well-being. Once a month Cafe Bencotto hosts coffee and cake for carers to share experiences, discuss important topics and make connections. On Hamilton Road, Recreate provides activities and supervision for the loved ones of the carers.

£5,680.00 allocated by CP funds

3. Improving our air quality.

Langer Road Primary School is on a very busy road and a 'Living Wall' of 300+ trees is being planted around the boundary to provide a physical barrier to traffic pollution. Two local garden centres have been persuaded to assist with this initiative.

£7,000.00 allocated by CP funds

4. Improving social isolation and loneliness.

Targeting working age men's activities to create social opportunities for men aged 18-65. Suggested ideas included breakfast clubs, organised walks and hobby clubs occurring at weekends or evenings.

£5,000.00 allocated by CP funds.

There was a list of twenty emerging themes for consideration amongst the nineteen representatives for 2025/26 and all were asked to pick six to become Priorities at the next meeting to be held on 30th April 2025. Cllr Gardner stated she was able to attend and happy to continue to represent the Council in the coming year. The Chair thanked Cllr Gardner for her attendance and for representing Bucklesham so well.

8. Playing Field:**a. To discuss the continual issue of dog mess and the Clerk's role in confronting offenders.**

There had been an incident on 17th February where a resident of the village had been walking three dogs on the Playing Field and had failed to clear up after them. The Clerk had spoken to the male in question and explained that the Field is managed and held in trust by the Parish Council on behalf of the residents of the village, and that it is an offence not to clear up after dogs under your control. The offender took exception to being challenged and started to film the Clerk on his mobile phone while using sexist and derogatory language.

Following the incident the Parish Council wrote a letter to the resident reinforcing the Clerk's stance and clarifying the law on this matter. A response was received from the male in question threatening to make a formal complaint about the Clerk's conduct, but this was not carried out.

East Suffolk Council have issued the resident with a fine.

Councillors discussed the matter at length and expressed their concern for the Clerk's safety and well-being. Cllr Roper impressed upon the point that the Council must take the Clerk's personal safety much more seriously. All councillors agreed that they had a duty of care over the Clerk as their employee and it was unanimously decided that the Clerk should not directly confront any offender in future. Cllr Lenton proposed that the Clerk contact all Councillors and all FOPs in the situation where anti-social behaviour was occurring on the Field in the hope that a larger presence of residents would deter the offenders.

b. To discuss the Renewal of the Play Equipment Project.

Prior to the meeting, the Clerk had sent a report to all Councillors giving a full update on the progress of the project so far. The Clerk reported that several pieces of the Trim Trail had been removed due to safety concerns.

Along with Abby Knight (a resident of the village with a young child who uses the equipment), the Clerk had met with five play equipment companies, discussed the requirements, and had received detailed quotes to replace the equipment. The quotes varied in cost and the Clerk had provided a full breakdown, analysis and a comparison of the quotes. Sites where similar equipment had been installed had been visited. The Clerk recommended NGF be the preferred contractor due to the value of the equipment and the previous good working relationship that the Council had with them. They had also been recommended by other local authorities. The total cost of replacing all the rotten equipment will be in the region of £100,000. Terry Seagroatt had quoted the Council £2,500 for the removal of the old equipment, which he would then re-use to make wildlife habitats for the Playing Field: bird boxes, bee hotels etc. This would also mean pieces could be removed incrementally and this was considerably less than the quote from the Play Equipment companies for removal of the equipment.

As requested at the previous meeting, the Clerk also had investigated available grants. East Suffolk District Cllrs Reeves and Ninnmey had kindly agreed £1,000 from their Enabling Communities Fund, and The Rope Trust had also very generously given £1,500.

SCC Cllr Patti Mulcahy had stated that she would consider a request for funding support if detailed costings were supplied. The Clerk had been successful in persuading Tarmac Ltd to accept an application, following their original refusal as the Bucklesham Quarry was mothballed and therefore Bucklesham was not eligible to apply. The guidance given was that the Council could apply for up to £30,000. Awards For All could also be applied to for funding of £20,000, and East Suffolk Council will accept an application of £50,000 to match-fund. There are also several smaller grants available which can be used to purchase smaller pieces of equipment which the Clerk has applied for. The Clerk explained that timing is essential and that many grants will only commit if there is other money already in place. Some smaller grants will offer 30% if the other 70% is in place up to a maximum of £10,000, so it will be necessary to breakdown the project into smaller schemes and achieve mini successes in order to complete the whole larger project.

Councillors discussed the Clerk's report at length and it was agreed that there was a need for the Play Equipment to be replaced. A small committee has been formed consisting of the Clerk, Abby Knight, David Riddleston the Playing Field Manager, Heather Owen a former Parish Council Chair, and all Parish Councillors wished to be included. This will ensure that all decisions are not solely the responsibility of the Clerk and that all stakeholders are involved in the decision making.

There will now be a consultation of the residents of the village in the Village Hall on Saturday 29th March from 10am to 12pm. This will allow residents to share their opinions on what pieces of equipment they would like, and provide the evidence required for grant applications of consultation with residents and to show the need for the project.

A fundraising event will also be organised to show grant awarding Trusts that the Council is helping itself and not just requesting funds from other sources. It will be necessary for the Parish Council to work in conjunction with the Community Council. The Chair thanked the Clerk for all her hard work on the project so far.

Cllr Lenton proposed that the Council accept the quote for play equipment from NGF Play, the quote from Terry Seagroatt for the removal of the equipment, and that the Clerk continue to apply for grants to fund the project. This was seconded by Cllr McDonald and all were in favour.

c. To discuss the installation of a shelter/gazebo as a sun shade and shelter from rain.

This project had been discussed at the September meeting but it was felt that it was the wrong time of year to install a sun shade and it had been agreed to defer the decision until the spring. The Council had recently been contacted by another resident requesting a shelter on the Field to protect residents from sudden rain showers.

Three quotes had previously been sought and the price of installing a purpose built gazebo had ranged from £9,000 to £16,000. The Clerk had continued to research local craftsmen who could make a purpose built Gazebo, and had met with and been quoted £6,000 from TGC Landscape.

Councillors agreed that this was a much better quote and the designs looked very good. Cllr Lenton proposed that this quote be accepted and TGC Landscape be asked to complete the works. This was seconded by Cllr Seagroatt and all were in favour.

d. To discuss how to encourage wildlife onto the Playing Field.

Cllr Lenton had asked for this item to be placed on the agenda as he felt that encouraging wildlife to the Playing Field would enhance the area for all users. Terry Seagroatt, the Village Handyman, had removed some of the rotten play equipment and planned to repurposed the wooden poles to make bee hotels and other wildlife habitats around the Woodland Walkway.

The Clerk had offered unwanted wood to make planters to be placed on the Playing Field which would again be used to encourage bees and other insects. Cllr Lenton expressed his thanks to the Clerk and to Terry and said he felt this was an excellent start. Cllr Lenton also suggested planting a hedgerow around the boundary and fruit trees in the woodland walkway. Cllr Marriage offered to draft a plan of all the ideas and, as Tree Warden, would investigate what trees and hedgerow were on offer.

Cllr Lenton also suggested requesting a quote to coppice the poplar trees, using the felled wood for log piles and installing some bird boxes on the remaining tall trees.

Action: Clerk and Cllr Marriage

9. Allotments:

a. To undertake the Annual Review of the Allotment fee.

The Clerk informed the Council that as part of the Annual Audit it is necessary to review all fees imposed by the Council and that the hire charge for individual plots on the Allotments are the only fees that the Council imposes. It was noted that the revenue from the Allotments in 2024/25 was £604 and the expected grass cutting costs would be £200 to £300 depending on the number of cuts necessary. Cllr Roper reminded the Council that revenue from the Allotments should also cover the Clerk's additional workload as a result of taking them on.

The Clerk informed the Council that all plot holders who were currently paying less than £40 a plot (as had previously been agreed with East Suffolk Council) had agreed to pay an increase each year until they were in line with the £40. This would mean that in future years the revenue would be £800 (20 plots at £40). Cllr Lenton proposed that the fees for a full plot remain at £40 per year and a half plot at £20. This was seconded by Cllr Marriage and all were in favour.

The Council remained committed to ensuring that the Allotments did not cost the residents of the village anything, but that they were not profiteering from them either.

b. To discuss the ideas for the future use of the pit.

Cllr Lenton, Cllr Marriage and the Clerk had met with many of the tenants on 2nd March at the Allotments for an informal meeting to chat about the use of the pit and any other issues that may have arisen. Cllr Lenton reported that it had been a very amicable and productive meeting and that all tenants present appeared to be happy with how the Council was managing the site. Cllr Lenton and Marriage impressed upon the Tenants that the Council would prefer that they all compost green waste on their own plots and not in the pit. The Council requested that if tenants did continue to compost in the pit, they were mindful of depositing it at the very bottom on the far side and not right at the entrance. Cllr Lenton added that it would be appreciated if the piles of green waste could be 'turned' occasionally to encourage the composting process. All Tenants agreed that this was fair and manageable. Cllr Marriage said she felt the area could be enhanced by some hedgerow and fruit trees for the residents of the village to benefit from. The Chair asked the Clerk to put this on the agenda again for the next meeting to allow more time for thought.

The Clerk had sought quotes for the installation of a fence and gates to enclose and separate the area that belonged to the Parish Council from that of East Suffolk Council. This would ensure that Tenants could lock the gate, helping to prevent unwanted vehicles from entering the site and decreasing the likelihood of theft from plots and sheds etc. The requested quotes had not been received in time for the meeting.

The Clerk was also asked to obtain a quote for numbered discs to be erected at the end of each plot indicating the plot number. This would aid the Clerk and Councillors in identification of the plots upon inspection.

10. Planning:

a. To discuss DC/24/3818/FUL, repositioning of caravan to act as annexe, The Bungalow, Tenth Road IP10 0PB

All Councillors confirmed that they had studied the planning documents in relation to the application before the meeting.

Councillors made the following comments:

- This is clearly a family wishing to make improvements to their family life.
- No objections.

The Clerk reminded Councillors that their response to this application could be to 'Object', to 'Support', or to make 'No Objection'. Cllr Roper proposed the Council 'Support' the application. This was seconded by Cllr McDonald and all were in favour.

The Clerk was asked to register the Council's decision on the ESC Planning Portal.

b. To discuss DC/25/0593/FUL, Alterations and extensions to existing dwelling, Grove Farm, Chapel Road, IP10 0BS

All Councillors confirmed that they had studied the planning documents in relation to the application before the meeting.

Councillors made the following comments:

- It is just a renovation of the existing property and we should support.
- No objections.

Cllr Marriage proposed the Council 'Support' the application. This was seconded by Cllr Bickers and all were in favour.

The Clerk was asked to register the Council's decision on the ESC Planning Portal.

Action: Clerk

11. Finance Matters:

a. To review accounts as at 28th February 2025 and review bank statements.

There were no questions regarding the accounts. The Clerk asked Cllr Roper to sign the Bank Statement and Accounts Sheet.

b. To approve the letter of engagement from SALC to be our Internal Auditor for 2024/25.

All Councillors confirmed they had read the letter of engagement prior to the meeting and agreed with the terms and conditions. Cllr Lenton proposed that SALC be asked to act as Internal Auditor for the year 2024/25. This was seconded by Cllr Bickers and all were in favour.

c. To nominate a Councillor to act as Councillor Internal Controller

In order to strengthen the already robust Internal Controls in place, the Council had been advised to nominate a Councillor to act as Internal Controller; to complete a checklist of tasks to verify the Internal Control arrangements in place. It was advised that these reviews should be undertaken quarterly and reported to the Council.

Cllr Lenton proposed Cllr Roper take on this role and Cllr Roper happily accepted. This was seconded by Cllr Bickers and all were in favour.

d. To discuss the increase in the Clerk's hours from 8 to 10 per week.

The Clerk left the meeting in order for Councillors to discuss the item freely.

The Council had budgeted for this increase in hours at the November meeting in order for any increase to be possible after it had been proposed by Cllr Brinkley (the former Chair) and Cllr Gardner following the Clerk's Review in June 2024. The increase in hours was proposed by Cllr Seagroatt and seconded by Cllr Roper. All were in favour.

e. To discuss the legal requirement to pay the Clerk holiday pay.

The Council had been contacted by SALC to inform them that there was a legal requirement to pay the Clerk holiday pay. The Council could either ensure that the Clerk took the 28 days a year holiday entitlement, or the Council could choose to pay her for those days instead. The cost to the Council to pay the Clerk for holiday pay would be £60.72 per month. It was noted that the VAT refund of £719 could cover the cost for this year, that there was £500 in Earmarked Reserves for Staff Emergency Costs fund, and that the increase could be budgeted for moving forward. Cllr McDonald proposed the Clerk be paid for holiday pay, including the backdated pay from April 2024. This was seconded by Cllr Marriage with all in favour.

The Clerk re-entered the meeting.

f. To discuss the request from the Village Hall for financial support from the CIL fund.

The Council had received a request from the Village Hall Committee for £2,000 to help towards urgent repairs to the exterior brickwork on the east wall of the Hall. Three quotes had been sought for the work and the Community Council had offered to help the Committee with a fundraising event in order to contribute to the costs. As Parish Council representative on the Village Hall Committee, Cllr Seagroatt reminded the Council of the importance of the Hall as a community building and that she felt this was an excellent use of the CIL funds. Cllr Bickers said protecting the fabric of the Hall was fundamental. Cllr Lenton proposed the Council contribute the £2,000 requested, this was seconded by Cllr Bickers with all in favour.

g. To authorise the following invoices for payment:

| | |
|---------|-------|
| i. None | £0.00 |
|---------|-------|

h. To note payments made since last meeting:

| | |
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| i. Suffolk Cloud Website hosting | £120.00 |
| ii. SALC Training (Cllr McDonald) | £76.80 |
| iii. T Seagroatt (Village Maintenance) | £190.00 |
| iv. Signs For You (road signs) | £157.22 |

i. To note payments received since last meeting:

| | |
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| i. The Rope Trust (for Play Equipment Project) | £1,500.00 |
|--|-----------|

j. To note Bank Balances as at 28th February 2025:

| | |
|--|------------|
| i. Current Account (No. 80152285) | £6,079.92 |
| ii. Savings Account (No. 00605875) | £0.03 |
| iii. CCLA investment Account (PS1007890-001) | £57,000.00 |

Cllr Bickers proposed that finance matters g to j were accepted, seconded by Cllr Roper, with all in favour.

Action: Clerk

Chair's initials:

12. To discuss the VE Day 80th Anniversary Celebrations taking place in the village on 8th May 2025.

National celebrations to mark the 80th anniversary of the end of the Second World War are planned for the week beginning 5th May. Cllr Seagroatt reported that village celebrations will be funded by Bucklesham Community Council with money raised from the sale of the Beasts of Bucklesham Calendar. The Community Council have planned a Tea Party for the Bank Holiday Monday 5th May in the Village Hall with a children's entertainer, singing and dancing. They have also planned to purchase a commemorative pin badge for each resident of Bucklesham over the age of 80 years who would like one.

Councillors agreed that this was an appropriate opportunity to once again light the Beacon Brazier on the Playing Field. Organisers of the national events have stipulated that the beacon should be lit at 9:30pm on Thursday 8th May, but Councillors felt this was too late in the evening as sunset will be at 8:36pm and it's a school night. Councillors agreed the beacon would be lit at 8:30pm. Local food vendors have been invited for those who would like to eat on the Field before the lighting and it was hoped that residents may like to organise a game of rounders or similar fun. The Community Council have arranged for a singer to attend the event, some background music, and a Bugler to play the Last Post. The Council Chair, Cllr Lenton, will read The Tribute, and Terry Seagroatt and David Riddleston will light the beacon. First Aiders will be asked to attend, the Clerk has already informed the Fire Brigade, and the safety barriers used last time will be put in place to keep attendees at a safe distance.

The Clerk was asked to advertise the week's events and the details of how to apply for a pin badge in the next edition of the Bugle. Cllr Seagroatt will work with the Clerk to agree the details and ensure correct wording of the advert.

13. To receive agenda items for the next Parish Council Meeting (Wednesday 14th May 2025) which will be the Annual Meeting of the Parish Council, preceded by the Community Council AGM at 6pm, and the Annual Parish Meeting at 6:30pm.

The Clerk was asked to investigate the cost of purchasing and installing dog poo bag dispensers in chosen points around the village.

There were no other agenda items as at the meeting from Councillors, but the Clerk reminded them that all projects going forward would be included and that any new items should be notified to her at least one week before the meeting.

Action: Clerk

The meeting closed at 8:59pm.

Signed:
Chair

Date:

Ruth Johnson
Clerk to Bucklesham Parish Council

Chair's initials: