

**Minutes of Bucklesham Parish Council Meeting**  
Held on Wednesday 11<sup>th</sup> February 2026 at 6:30pm  
In Bucklesham Village Hall, IP10 0DZ

Present

Cllr Rhea Gardner

Cllr Clive Lenton (Chair)

Cllr Gemma Marriage

Cllr Kathryn Roper

Cllr Lynda Seagroatt (Vice Chair)

Ruth Johnson (Clerk)

5 members of the public were present.

**1. Apologies for absence:**

**a. To receive apologies for absence.**

Apologies were received from Cllr McDonald (prior engagement) and Cllr Bickers (illness).

**b. To accept apologies for absence.**

Cllr Lenton proposed that Cllr McDonald's and Cllr Bickers's apologies were accepted. This was seconded by Cllr Roper and all were in favour.

**2. To receive any:**

**a. Declarations of Pecuniary Interest.**

Cllr Marriage declared a pecuniary interest in item 5.a as she has land adjacent to the said property.

**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. Questions from any member of the public:**

Two members of the public spoke about their planning applications to be discussed at item 5. Councillors listened to their comments and asked questions.

**4. To agree Minutes of meeting dated 21<sup>st</sup> January 2026.**

All Councillors agreed that the Minutes were an accurate record of the meeting. Cllr Gardner proposed that the Minutes should be signed, this was seconded by Cllr Seagroatt 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**

Chair's initials: .....

**5. Planning:**

- a. To discuss planning application DC/25/4982/FUL Front, side and rear extensions to existing private dwelling, Linden View, Main Road, IP10 0DN

The Chair noted that all Councillors had studied the documents on the planning portal prior to the meeting. The applicants had been invited to the meeting and were in attendance. Councillors were reminded to align their comments to material planning considerations.

Councillors made the following comments:

- There is one objection from a neighbour on the planning portal.
- This will enhance the property and modernise it to make a family home.
- Other properties along Main Road have also undertaken similar significant developments.
- I think it is in-keeping with that end of the village.
- We should request that the windows overlooking the neighbours have obscured glass and restricted opening.
- We should request the traffic management plan ensures that no works vehicles are parked on the road as Linden View is on a bend.

Cllr Roper proposed the Council SUPPORT the application with the request that the windows overlooking the neighbours have obscured glass and restricted opening. This was seconded by Cllr Seagroatt with 4 in favour and Cllr Marriage abstaining.

- b. To discuss planning application DC/25/4625/FUL Side and rear wrap-around extension replacing existing conservatories and construction of a detached garage, 16 St Marys Park, Bucklesham, IP10 ODY

The Chair noted that all Councillors had studied the documents on the planning portal prior to the meeting. The applicants had been invited to the meeting and were in attendance. Councillors were reminded to align their comments to material planning considerations.

Councillors made the following comments:

- These plans will enhance the property which is in need of modernisation.
- The extension is all on the same level and will not overlook the neighbours.
- Both neighbours are in support of the application.

Cllr Roper proposed that the Council register a comment of SUPPORT to the application. This was seconded by Cllr Lenton and all were in favour.

**Action: Clerk**

**6. Highways:**

- a. To discuss the quote from Highways of £11,411.50 for the implementation of the 40mph speed limit on the Brightwell Road by Bucklesham Primary School, and associated costs.

The Council had been contacted by Suffolk Highways, informing them of the costs of implementing the 40mph speed limit on the C375 Brightwell Road.

The Professional Services were estimated to cost £7,381.40, which needed to be paid before any work could be carried out. A further cost of £6,312.41 was likely for the actual construction work, although the Council was informed that both figures were estimates.

The Council was informed that as the project requires a Traffic Regulation Order (TRO) a legal process must be followed to ensure that any new restrictions are enforceable. The main steps covered within Highways' professional services quote are:

- Statutory consultation
- Informal consultation (4 weeks)
- Instruction to Suffolk Legal to draft order
- Formal advertisement (3 weeks)
- Preparation of TRO Decision Report

Highways informed the Council that the process is the same regardless of the extent of a TRO, so while the scheme may seem straight forward in principle, they have to allow for the cost of all stages in the quotes. Without knowing how much feedback will be received from local residents and businesses in response to the proposals, it may be difficult to accurately forecast the level of public engagement.

The professional services quote included:

- Site visits
- Hazard identification and risk assessments
- Temporary traffic management plans
- Utility enquiries
- Overhead cable assessments (if required)
- Compiling a works pack

The construction estimate included:

- Labour, plant and materials
- Road space booking
- Advanced public notification and communication (where necessary)
- Installation, maintenance and removal of temporary traffic management
- Site supervision
- Reinstatements and 'making good'

The Clerk reminded the Council that Cllr Mulcahy had stated she had no funds left to cover the costs from her Highways budget but she had been asked to offer funds from the 2026/27 allocation that she will receive in April.

The Parish Council had successfully secured £10,000 towards the cost with a grant from East Suffolk Council’s Felixstowe Peninsula Community Partnership Board but would need to fund the remaining amount. The Clerk confirmed that CIL funds could be used.

Cllr Roper proposed that, if necessary, CIL funds were used to cover the shortfall and that the Council accept the quote. This was seconded by Cllr Marriage and all were in favour.

**7. To receive agenda items for the next Parish Council meeting (Wednesday 11<sup>th</sup> March 2026).**

There were no other agenda items as at the meeting from the 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 6:52pm.

Signed: .....  
Chair

Date: .....

*Ruth Johnson*

Clerk to Bucklesham Parish Council

Chair’s initials: .....