

DRAFT MINUTES OF THE MEETING OF ONEHOUSE PARISH COUNCIL
HELD ON MONDAY 13 JULY 2026 AT 7.30 P.M. IN TRINITY HALL

Present: Cllrs Copping (Chair), Crissell, Nutman and Roberts

In attendance: County Cllr Bentley (in part), District Cllr Matthissen (in part) and 4 members of the public.

1. Apologies for absence were received and accepted from Cllrs Boulter, Corker, Goodwin and the Clerk. Cllr Boulter provided apologies for non-attendance of meetings for a further period due to personal matters. In accordance with Section 85 of the Local Government Act 1972, the Council resolved to approve further extended leave of absence for Councillor Boulter due to personal circumstances, covering the period from 13th July 2026 to 13th September 2026, inclusive. During this period, Councillor Boulter will be excused from attending meetings of the Council and its committees. This approval shall prevent disqualification under the six-month attendance rule. Cllr Roberts agreed to act as note taker in the absence of the Clerk.

2. To confirm and approve the minutes of the meetings on 8th June 2026. These were approved.

3. To receive members Declarations of Interest on agenda items and to consider any dispensation requests. Cllr Roberts declared an interest in items 22, 23 and 25.

4. Public comment. A member of the public asked where the emergency meeting place is in Onehouse. The community hall was discussed however residents were advised that as the community emergency plan has not yet been completed this was not confirmed. County Cllr Bentley was asked by the Chair to investigate the rural farming land government motion as it may affect the Neighbourhood plan. District Cllr Matthissen was asked if planning consent would be required for a storage facility in the Paupers Grave and he advised that it would. He also advised he had attended a recent Paupers Graves volunteers meeting to discuss storage sites and the Chair asked if Taylor Wimpey could be approached to see if they could make any land available for this. The Chair also asked if a planning officer could attend the site to advise the council and erecting a structure on the site of the old mortuary was also discussed.

5. Report from County Cllr Bentley:

Post-16 Travel Policy Agreed for 2026-27: At Cabinet on Tuesday 16 June, the council considered the proposed Post-16 Travel Policy for the academic year 2026-27. The council is required to publish an annual policy to set out the charges for students over 16, as it receives no funding from the government to provide travel for them – despite it now being a legal requirement for young people to be in education or training until they are 18. The council consulted on the new policy in March 2026, with no changes to charging proposed for the second year in a row. The charges therefore remain:

- £1,050 for a mainstream seat
- £780 for students with Special Educational Needs and Disabilities (SEND)
- The 50% discount remains in place for: Students from low-income families

receiving Free School Meals. Students with an EHCP or SEND (including those without an EHCP but unable to travel independently due to disability) who also receive Free School Meals

There are currently 30,471 pupils in Suffolk who are eligible for Free School Meals, a 91% increase since 2020. Some post-16 education providers also provide bursaries which can assist families on a low income with travel costs, and cheaper travel may also be possible via public transport in some cases, so parents and carers are recommended to look into these options too.

Funding Agreed for A140 Major Road Network Planning: Cabinet on Tuesday 16 June also agreed funding of up to £1.35 million for the council to develop a business case for improvements to the A140/A1120 junction in Earl Stonham. The Department for Transport has indicated it would be willing to pay 85% of the project's cost, with the council providing the rest. The council's Cabinet voted to approve the proposal, although my group and other opposition councillors pointed out that the ability of the council to fulfil its financial obligations were far from certain, particularly if the works were delayed and the costs increased, as the government's financial contribution would remain at 85% of the cost set out in the business case with the council liable for any extra spend. The proposed works are also close to an ecologically sensitive parcel of land which contains rare orchids. The next step will be for a full business case to come back to Cabinet in mid-2027, with work predicted to start at the site in 2028.

Increased Support for Apprenticeships: Businesses in Suffolk will now benefit from extra support to recruit and train their workers because of the expansion of the Levy Support Scheme, which will now enable large employers to transfer levy funds to other businesses. Major employers such as East Coast College and Suffolk County Council have already pledged or are planning to pledge unused levy funding so that micro-businesses and small and medium-sized enterprises (SMEs) can train up their employees at reduced or no cost to them. The scheme was started by Apprenticeships Norfolk, who oversaw more than £6 million transferred to over 280 businesses. Businesses who are interesting in pledging unused levy funding can find out further information on the scheme here on the apprenticeships Norfolk website and businesses in Suffolk who want advice on apprenticeships and skills can contact Apprenticeships Suffolk by email.

£3.6 Million Investment in New Fire Engines: Suffolk Fire and Rescue Service has invested over three million in a new fleet of fire engines across the county. The eleven new fire engines are in addition to the existing fleet and have been bought as part of the service's ongoing fleet renewal programme to make sure fire engines are up to date and reliable. The new engines will be delivered later this year and will be active at fire stations from November. The fire service is also celebrating the first anniversary of its new fire control room, which is based in west Ipswich. The new control system was recently shortlisted in the International Critical Communications Awards, the leading awards in the sector, in the category 'Best Use of Critical Communications in Public Safety'.

Suffolk Against Fraud Partnership Launched Suffolk Trading Standards has teamed up with Suffolk Constabulary and businesses in the county to launch Suffolk Against Fraud. This means they will work together to investigate, share information and prepare campaigns to raise awareness and protect vulnerable people and small businesses from the effects of fraud, which now accounts for over 40% of criminal offences in Suffolk. Residents who think they may have been a victim of fraud should report it on the report fraud police website or by calling 0300 123 2040. If money has already been transferred, they should

contact their bank immediately. In addition, Suffolk Trading Standards are very active on social media and will post information regularly about current scams that local communities and businesses should be aware of.

Fourth Annual NSIP Conference Held in Ipswich: Suffolk County Council welcomed representatives from councils all over the country to its fourth annual conference on Nationally Significant Infrastructure Projects (NSIPs), which was held at The Hold in Ipswich on 17 June. There were speakers from the Ministry of Housing, Communities and Local Government and the Department for Energy Security and Net Zero, legal experts and industry organisations. The government was questioned on its plans to reform the NSIP system, as it is currently consulting on reducing the role of councils in the delivery of energy transmission projects. Other topics discussed included how communication by project promoters can improve relations with host communities, what local authority good practice looks like in dealing with NSIPs, and an update from Suffolk County Council and East Suffolk Council on the challenges so far with Sizewell C. Suffolk County Council is recognised as a NSIP Centre of Excellence in the UK, following experience of around 20 large scale projects in the county including offshore wind, solar developments and National Grid reinforcement projects

6. Report from District Cllr Matthissen:

Waste collections: We have now completed 4 weeks of the new bin collection schedule. It has been challenging for the new crews to get all the bins collected during the heat wave, but last week they collected 162 tonnes of food waste across both districts which was a 6% increase on the previous week. The Waste team are now continuing to improve on: New bins to communal bin stores & properties – completed last week, New food collection drivers & loaders productivity & equality, pushing up the food waste daily completion rates and further reducing the causes which are driving the high volumes of calls & emails (mainly missing or missed bins).

Pride in your place grants: Applications for Mid Suffolk District Council's Pride in Your Place grant have reopened, offering funding to projects that bolster community pride and celebrate the heritage of towns and villages across the district.

Scoping Consultation for the Joint Local Plan: Parishes should have received this now. The Consultation opened on 5th June and will run until 31st July. Details of the consultation can be found on the Mid Suffolk District Council website.

Armed Forces Day held in Stowmarket 27th June 2026: Hundreds of people gathered in Stowmarket to celebrate Suffolk Armed Forces Day. The free event was put on by Mid Suffolk District Council in partnership with Stowmarket Town Council. The day began with a parade, and this was followed by musical performances as well as the opportunity to take part in a variety of family friendly activities. It was a great event and enabled people to celebrate and support all members of our Armed Forces – both current ones as well as veterans.

Gateway 14 news: A £45M manufacturing facility opened at Gateway 14. It is Assan Panels first manufacturing operation in the UK. It has the capacity to produce up to 4.5 million square metres of insulated wall and roof panels each year.

Locality budget: The 2026-27 Locality budgets have now been launched so I would love to receive applications for funding from any community group in the ward. Details can be found on the website. It is usually a good idea to contact me to discuss your application before submission.

Street trading licensing scheme: MSDC will designate all public streets and roads across the district as 'Consent Streets' – each application for a licence would be considered on its merits, with elements of control and regulation (such as Food Hygiene and Insurance requirements) and a cost-recovery-only fee.

Cabinet Agenda this week: They will be considering : Proposed Food and Drink action plan to tackle food security and build resilience by sustainably producing more locally, reducing environmental impact and adapting to the challenges of a warming climate.

Town Centre Gateway Fund awards to: Redevelop former fire station for voluntary sector, conversion of part of Fox Yard for arts and design and support for proposed hospitality businesses.

Council Motion re Potholes: Leader to write to the new Leader of SCC to request changes to the intervention thresholds for potholes and pavement repairs to maximise pedestrian, cyclist and vehicular safety on Mid Suffolk's roads, and address the many loose and rocking paving slabs that plague our vital high streets.

In addition, Cllr Matthissen advised that although food bin collections in a couple of locations had been missed, the new collections were going well. He also reported that the footpath on the Bloor estate was being followed up and the need for street lighting on both of the new developments may need changing.

7 Planning Matters

a)To discuss and make recommendation to MSDC on any applications received prior to this meeting.

b)To receive MSDC decisions on previously considered applications.
DC/26/00835 80 Ash Road, Onehouse. IP14 3HB.Discharge of conditions regarding Biodiversity Enhancement. Approved.

8. Finances

To ratify the following payment:

- a) £687.79- Mrs V Swansborough, June 26 Clerk's Salary
- b) £9.62– NEST, Clerk pension direct debit

To approve the following payments:

- c) £108.63 – Mrs V Swansborough, travel expenses
- d) £103.00 – Gipping Press, printing of NP Survey Flyers
- e) £180.00 – LR Chaplin T/a Greener Gardens, grass cutting
- f) Any additional invoices received since agenda produced.
- g) £396.00 – Lavenham Falconry, falconry for the fete
- h) £17.33 – D Nicholson, reimbursement of fuel for equipment

Items a) & b) were unanimously ratified. Items c) to e) and items g) & h) were unanimously authorised.

To receive monthly financial report from the Clerk:

As at 30th June the bank balances were £2,453.21cr on the current account and £40,905.09cr on the savings account, total funds of £43,358.30cr.

Since then, the Clerks pension direct debit has been collected and receipts of £505.00 from OHSMag advertisers have been received. Payments for this month total £804.96 and I have also arranged a transfer from the savings account to the current account of £1,500.00 to cover the summer payments. The adjusted balances are therefore: Current account £3,643.63cr, savings account £39,405.09cr, giving total funds of £43,048.72cr

These balances include receipt of the VAT refund for 2025/26 of £1,225.36,

which was received in June, and June credit interest received of £197.37.

The new bank payment card has not yet been received. The bank advises that the final stages of the process are now being completed.

All OHSMag advertisers have now been advised of the change to online only and also invoiced for up to (and including) September printed editions.

3 advertisers have cancelled from October and one other will review in September. 6 have already paid and we also have one new advertiser who has signed up for a year of advertising so far. This means that projected income from advertisers for the financial year 2026/27 is now £3,974, assuming no other changes. Total projected costs for the year are £3432.

A review of actual spending against budget for 2026/27 as at 30th June has taken place and the clerk was pleased to advise that there are no significant variances to report.

9. To receive an update on the purchase of replacement SIDS batteries and take any necessary action. These are available and delivery has been requested. Once received they will be passed on to the new volunteer.

10. To receive an update on Onehouse Meadow, and take any necessary action. No update received.

11. To receive an update on potential site for additional dog waste bin near to the driving range on Lower Road, and take any necessary action. Cllr Crissell has identified a potential site and will provide photos so approval of the site can be requested from MBSDC. The cost of purchasing a new 25L bin with post and fixings was unanimously approved and the Clerk will order.

Action: Cllr Crissell and Clerk

12. To receive an update on the Neighbourhood Plan and take any necessary action. Online survey responses received so far are 86 and 2 paper copies have been requested. The design code is almost complete and the next meeting will be on 7th September.

13. To receive an update on the OHSMag including editor applications, considering advertising of position and arrangements for shortlisting and appointing, and take any necessary action. The editor position has been advertised locally but no applicant so far. It was agreed to advertise more widely and the cost of advertising on Suffolk Jobs Online was approved. The last printed edition will be the September magazine. Meanwhile, the Chair will ensure she has all the information required from the outgoing editor. **Action: Chair**

14. To approve a meeting with the Paupers Graves volunteers regarding governance and future working arrangements. It was agreed that a meeting should be held between the Council and the Paupers Group to discuss how to proceed. This will be an arranged and minuted meeting but could be held at the Paupers Graves site.

15. To receive an update on the provision of storage facilities, first aid equipment and PPE for volunteers at Paupers Grave and take any necessary action. This was discussed and as planning permission for storage is unlikely to be approved, and temporary storage permission only lasts 28 days so

not viable, the cost of alternative solutions was discussed. This included outside contractors but the volunteers were not keen on this. First aid equipment and PPE will be ordered as soon as the new purchasing card and locality funding is received.

16. To consider request to purchase a projector for use at Council meetings and take any necessary action. This was discussed and a budget up to £200 was unanimously approved. Clerk to investigate options. **Action: Clerk**

17. To consider any response to the Joint Local Plan Scoping Consultation and take any necessary action. Councillors agreed to complete the survey individually, with no response from the Council. **Action: All**

18. To receive an update on problems reported with the footpath on the Bloor development down to Finborough Road, and take any necessary action. This is now being dealt with by the Planning Department as an enforcement issue. District Cllr Matthissen was made aware of this and he is also aware of the issue with the hedge.

19. To receive an update on the Paupers Graves and take any necessary action. No report received due to Cllr Corkers absence but members of the volunteer group advised that all was going well and hedge cutting was in progress although the number of volunteers had reduced to 5 at the last meeting. Details of a recent fire in the area have been reported to the police. Arrangements are being made to secure the bench in position to prevent it being moved.

20. To receive any update on whether weights for the gazebos are required and take any necessary action. It was agreed that weights are required. Clerk to ask Cllr Goodwin for details of what is necessary and order. **Action: Clerk**

21. To discuss any action necessary regarding the Forest Road to Chilton Leys Footpath. County Cllr Bentley and District Cllr Matthissen advise that this is with the highways department who are making the right noises but no progress as yet. If approved, it would be likely to take 12 weeks.

22. To receive an update on the purchase of play equipment for the playing field, consider funding opportunities, and take any necessary action. Cllr Roberts advised that this is unable to proceed at the moment.

23. To receive an update on the concreting of benches at the playing field, and take any necessary action. Cllrs were pleased to be advised that the picnic table and bench have now been fixed onto new concrete base on the playing field.

24. To receive an update on the Rural Caravan and take any necessary action. The caravan visited today with 7 members of the public attending.

25. To receive an update on any events, including feedback on the fete, and take any necessary action. The Fete went very well and, although lower attendance numbers than last year, there was still a good turn out and the event

was enjoyed by all. Cllrs agreed that allowing for some financial support for next years fete would be considered when the budget and precept are set for 2027-28 later this year.

26. To discuss Onehouse website and Facebook page and take any necessary action. The website is up to date and the Facebook page continues to attract new followers.

27. Environmental issues. To include maintenance required of flower barrels. It was agreed that the flower barrels will require checking and re-oiling in the Autumn. A budget of up to £75 for this was unanimously approved. Those looking after the barrels were reminded that expenses for plants and compost can be claimed from the Council. There are a few barrels still needing an 'owner' to look after them and volunteers are asked to contact Cllr Roberts.

28. To discuss any ongoing concerns regarding water leaks Forest Road, and take any necessary action. There is a current leak which is awaiting repair only 2 weeks after it was last repaired, with repairs causing issues further up the road in Harleston. The issue was discussed with County Cllr Bentley and District Cllr Matthissen.

29. To receive correspondence/communications and to deal with any matters. The following items have been circulated to Cllrs:
BMSDC: NSIP & Large Scale Energy Development Update 10/6, Town & Parish Update 1/7, Joint Local Plan Scoping Consultation 2/7, Town & Parish Liaison Meeting 2/7, NSIP & Large Scale Energy Development Update 13/7, Media Statement re Ijtima at Shrubland Estate 13/7, Counter Terrorism Police Statement re Ijtima at Shrubland Estate 13/7. **SALC:** Explore new NSIP Resources 10/6, News Bulletin 15/6, 22/6, 29/6, Temporary Use Ban hosepipes) for East of England 13/7. **Suffolk Police:** PCC Update 13/7.
 In addition, Cllr Crissell advised he had attended the recent SALC AGM. The Chair asked whether we could join the Norfolk group.

30. To receive reports:

a) Report from the Clerk: June was busy with external audit preparation which was completed and submitted on time. The Councils CIL return has also been submitted along with the Locality Award application for PPE for the Paupers volunteers.
 The VAT return was also completed and, as already noted, the refund has been received.

31. Questions to the Chair. There were none.

32. Items for next agenda.

Unauthorised encampments

Neighbourhood Plan

Feedback from the Paupers Graves meeting

Projects for the upcoming year for consideration ahead of budget & precept setting.

33. To confirm the date and time of the next Parish Council Meeting as Monday 14th September 2026 at 7.30pm. This was confirmed and will be in Trinity Hall.

The meeting closed at 9.11pm

Signed.....

Dated.....