



**Great Waldingfield Parish Council Meeting on  
Monday 8 December 2025 at 7.00pm at Great Waldingfield Village Hall**

**Minutes**

**Present:** Cllrs: Evans (Chair); Baxter (Vice Chair); Spackman. District Cllrs Clover & Maybury and 3 residents.

**Apologies:** Cllrs P Faircloth-Mutton (P F-M) and Leonard.

**Item Subject**

- 01 **Welcome and Apologies.** The Chair opened the meeting at 7.00pm and welcomed everyone. he apologies from Cllrs P F-M and Leonard were accepted.
- 02 **Declarations of Interests and Dispensations.** Village Hall Trustees (Evans and Baxter). Cllr Baxter Item 12.08, donation to Events.
- 03 **Minutes of previous meetings.** 10 & 18 Nov 2025 approved. No matters arising.
- 04 **Public Forum.** Residents contributed to discussions later in the meeting.
- 05.01 **Suffolk County Council (SCC).** The SCC report was not read out at the meeting<sup>1</sup> but covered: Mayoral Combined Authority Election Delay; Local Government Reorganisation (LGR); and Thank you and Happy Christmas.
- 05.02 **Babergh District Council (BDC).** Cllr Clover summarised his report covering: Energy performance improved for listed buildings; Call for Sites; LGR public consultation period open; Better Recycling 5 bin system; Melford Road Sudbury Junction; and Bird Flu.  
A vote of thanks was given to the County and District Cllrs for their efforts.
- 06 **Councillor (Cllr) Matters.** Three vacancies remain. There is an expression of interest. HR Committee to arrange interview process Jan 2026. Clerk to write formally. Recruitment area to be widened to 2–3 miles radius.
- 07 **Devolution & Local Government Reform (LGR).** Devolution delay noted, LGR consultation, in process. GWPC will participate and encourage residents to do so too.<sup>2</sup>
- 08 **Traffic.** Traffic Group (TG) liaison discussed. Speed Indicator Devices (SID): one awaiting repair, leaving one operational. Proposal to purchase third SID (£5,000) debated but motion deferred, pending further data. Explore collaboration with neighbouring parishes. Volunteer rep for TG sought, none came forward.
- 09 **Parking.** Nil.
- 10 **Correspondence.** Nil.
- 11 **Planning and Development.** Applications considered: see agenda.
- 11.01 DC.25.05304. 34 Lynns Hall Close. Single storey extension. deadline 24 Dec.

<sup>1</sup> Cllr P F-M apologies arrived by email at 18.59 as the meeting started.

<sup>2</sup> [www.gov.uk/government/consultations/local-government-reorganisation-in-norfolk-and-suffolk/proposals-for-local-government-reorganisation-in-norfolk-and-suffolk](https://www.gov.uk/government/consultations/local-government-reorganisation-in-norfolk-and-suffolk/proposals-for-local-government-reorganisation-in-norfolk-and-suffolk)



## Item Subject

- 12 **Financial Matters.** Income & expenditure Nov and bank reconciliation Nov presented were presented. Too early in month for Dec mtd.
- 12.04 **Risk Management Strategy (RMS).** The RMS was presented and Cllrs' responsibilities outlined. Projects to be assessed against RMS.
- 12.05 **Continuity planning.** discussed. Clerk compiling procedures manual. Working Group established (Evans, Baxter, Harris, Leonard, Clerk).

- 12.06 **Budget, Precept, Reserves** The Finance Committee minutes were reviewed. Precept to remain unchanged for 2026/27. Solar panel income from VH to return to PC helping keep the Precept from increasing. Reserves will be used for the Pavilion, VH extension and village sign. Grants to be sought.

|                  | 26 27 bud |
|------------------|-----------|
| receipts         | 66,200    |
| payments         | -153,055  |
| surplus/ deficit | -86,855   |

The Motion to accept the 202 6 2027 budget, was agreed.

- 12.07 **AGAR** Third party auditor will report lack of risk strategy review and lack of asset register (AR) adjustments. GWPC to report changes in AR at year end. GWPC had not reviewed their risk strategy, which was a fair comment. However, GWPC had conducted a risk assessment hence the focus on village hall (VH) ownership, the pavilion and GDPR threats. GWPC declared that they didn't change the size of the AR, which is hovering around £500,000. This was important because if they couldn't prove ownership of the village hall, half of that amount would be wiped out completely. The council agreed last year to maintain the value of the AR, but they now need to register the fact that certain smaller items have changed. This change is necessary for the next year's AGAR
- 12.08 **Donations** Christmas Hampers Revd. Faith Marsden. £1,500 agreed. Marketing material. Events team. £80. Agreed.
- 13 **Urgent financial matters.** Nil
- 14 **Strategic Plan and Action Plan.** The Chair summarised the plans. The strategic plan includes significant projects such as the pavilion project, the village hall extension, and the refurbishment of the village sign. These projects aim to enhance community infrastructure and services. The action plan outlines the steps to be taken, including securing funding through grants and ensuring compliance with legal and regulatory requirements. The council is committed to using reserves wisely and augmenting them with grants to fund these projects 1
- 15 **PC Assets/ Land**
- 15.01 **Pavilion.** The pavilion project was discussed. The intention is to make the pavilion a community hub, which could be used by the school, for counselling, and as part of the sports facilities. It aims to create a broad community centre that can serve multiple purposes. GWPC is working with SCC to ensure compliance and access, and there are plans to provide unfettered access to the pavilion. The estimated cost for this project is significant, and the council is looking into various funding options, including grants and GWPC reserves.
- 15.02 **Play equipment.** Phase 1 repairs complete. Phase 2 to be costed and initiated.
- 15.03 **Greenacre.** Plans to enhance the visual appearance of Greenacre, not just for Christmas but throughout the year were discussed. This would involve setting up a working group to explore options such as illuminating trees and planting a proper Christmas tree. The goal is to make Greenacre more attractive while considering biodiversity and not upsetting wildlife.

**Item Subject**

- 15.04 **Village Map.** Leaflets to be printed.
- 15.05 **Village Hall.** Update and report given
- 15.06 **Village sign..** Plans to refurbish the village sign, ensuring it remains a significant landmark were discussed. Refurbishment would involve looking at the fabric of the actual sign and the electrics, especially if new lighting is to be installed on Greenacre. Estimated cost for this project is around £7,000. A working group will be formed. Cllr Maybury offered £400 towards the sign and Cllr Clover had committed £833.50. Street furniture reserves earmarked.
- 15.07 **Bus Shelters.** Being monitored.
- 15.08 **Office furniture.** Risk assessment of office to be conducted and approved desk and chair to be purchased. A budget of £500 was proposed and agreed.
- 16 **Terms of Reference.** Ongoing.
- 17 **Footpaths and hedgerows.** Meeting with James Pickerin still to happen.
- 18 **Environment.** Avian flu precautions discussed. Notices posted. Advice circulated re safe disposal of dead birds. Poultry owners reminded of biosecurity. Owl boxes, FP11 and Heath estate grass discussed. Ditch at south end of FP11 to be cleared.
- 19 **Events.** Christmas Lights switch-on confirmed. Thanks recorded to Events Team.
- 20 **HR and Complaints.** HR Committee reported.
- 21 **Matters Arising to Chair.** The idea of a Resident Recognition Plan was discussed. Cllr Berry highlighted National Volunteer Week 1 to 7 Jun 2026.
- 22 **Next Meeting.** 7.00pm Monday 12 Jan 2026.
- Meeting ends.** 21.11hrs

**Mark Freeman**  
Parish Clerk  
9 Dec 2025



**Actions:**

- Clerk: Minutes of 10 and 18 Nov. sign, print and post on website.
- Clerk: D&LGR. Ask Margaret for 'Sam' contact within BDC.
- Clerk: D&LGR. Circulate consultation link
- Clerk & Chair: Cllr recruitment. Review process and policies
- Clerk: To arrange meeting with Stewart Ambrose Tue or Thu afternoons
- Clerk. SID. Courier to manufacturer.
- Clerk. SID. Explore collaboration with neighbouring parishes.
- Clerk. Planning. DC.25.05304. 34 Lynns Hall Close. GW. Single storey extension. 4 Dec, deadline 24 Dec submit GWPC comments
- Clerk. Update asset register and report at year end.
- Clerk. Anglian water ditch FP 11. PSS to clear.
- Clerk. Chase SCC report;
- Clerk. Circulate LGR consultation link;
- Chair & Clerk. Formalise Stewart Ambrose interview;
- Clerk. Courier SID repair;
- Clerk. Log planning responses;
- Clerk. File and post AGAR;
- Clerk. Compile RMS manual;
- Cllr Leonard. Progress SCC pavilion meeting.
- HR Committee: recruitment interviews Jan 2026; and investigate complaint.
- Finance Committee: implement budget and reserves plan.
- Cllr Baxter. Conduct office risk assessment.
- Clerk. Village sign leaflets x 200 printed.

