

Oulton Parish Council

Minutes of Parish Council Meeting held on Tuesday 16th September 2025 at 7.00pm in Oulton Community Centre

Parish Councillors (6) present	Tony Knights (Vice Chair), Faith Brown, Peter Bryant, Peter Collecott, Chris Smith & Peter Waring
County Councillors	Keith Robinson
District Councillors	Andree Gee
Also in attendance	Rebecca Morris (Clerk)
Members of the public	3

1. The Vice Chair welcomed everyone to the meeting.

2. To receive and approve apologies for absence: Cllr Jo Illingsworth, Cllr Veronica Toleman, Cllr P Collecott & Cllr E Back

3. To receive any declarations of interest from Members & consider requests for dispensations
Cllr T Knights declared a non-pecuniary interest as Trustees of Oulton Community Centre.

4. To approve minutes of the Parish Council meeting held on the 15th July 2025.

The minutes of the meeting held on 15th July 2025 were agreed after a proposal by Cllr P Waring and second, Cllr C Smith all in favour. The minutes were signed by the Vice Chair.

5. Updates and progress from previous meeting: Our inaugural fete went extremely well, we took £1073.75. Before we announce the amount we shall be passing on to Pathways Care Farm, we are just waiting for some final figures to come in. The Parish has decided to run the fete again next year on 29th August 2026.

6. Adjournment for Public Participation (15 minutes allowed for)

This provides an opportunity for members of the public to raise questions and comment (no more than 3 minutes each).

Rev Andy Bunter would like to attend our next Parish Council meeting in November. Clerk to issue an invitation to him.

Recommended lorry route and 7.5t weight limit, requested an update on this. Cllr K Robinson has addressed this with Suffolk Highways and they deem it not legally binding. Clerk to send a formal request to Cllr K Robinson asking for Jo Kerridge @ Suffolk Highways to attend our next meeting and potentially attending a site visit.

7. Reports from:

• **Parish Clerk:**

- 1) Defib for Lime Avenue, received quote from Jayne at Heart2Heart. £1500 for defib, carry case, spare pads and poly carbonate cabinet. They contributed £500 towards one before, so I shall request. Persimmon are happy for this to go on the show house.
- 2) Been approached by head coach of Waveney Leopards under 11's girls football team, asking if we could sponsor the team. £600-£700, this would buy their new kits and last 2 seasons. Our logo would appear on the kit. Clerk to seek advice if this is something we can do. Cllr J Illingsworth & Cllr T Knights to discuss further. Clerk to forward grant application form and perhaps suggest they do a go fund me page.

• **Chairmans/Vice Chair Report:**

- 1) The Chair Jo Illingsworth, wishes to thank all that supported our fete
- 2) Grit Bins to be filled out, these will be done before winter.

• **County Council:**

- 1) Cllr K Robinson has been at full council today regarding the LGR (Local Government Reform) This will be presented to government tomorrow.
- 2) Closed season since our last Parish meeting, so nothing much to report in our area.
- 3) There is a desperate need for emergency foster carers in our area. Cllr K Robinson or the Parish can be contacted if further information is required.

• **District Council:**

- 1) Cllr A Gee says that East Suffolk Council has joined 5 other district councils, they all met up to discuss and stated they only want to be one of 3 councils, reason being they don't want everything to get remote.

- **Oulton Community Centre:**
 - 1) Double Yellow lines now in situ on Meadow Road.
 - 2) Halloween Party planned on 31st October between 2pm & 4pm. £7.50 per child with entertainment from Tricky Twister.

8. Planning

- **To receive new planning applications and make comment** – None although Clerk to check the planning portal every Monday and Thursday, to check nothing slips through the net, as it appears we are not privy to all, but feel we should know regardless.
- **To receive results and updates on outstanding applications – DC/256/2706/CLE 264 Gorleston Road - Certificate of Lawful Use (Existing).**- Clerk to write to planning asking for further information and to consult with Cllr Keith Robinson.

9. Finance: Income & Expenditure as at 4th September 2025 received.

Payment Schedules

Payee	Value	Description
Oulton Community Centre	£26.25	Room Hire July 2025 – OCC2106
J Illingsworth	£11.99	Gavel
Parish Online	£192.00	GOV.UK email package
T Knights	£59.72	Hello Print – FETE banners
Clerk	£637.36	Salary July 2025
Clerk	£637.16	Salary August 2025
R Morris	£46.08	FETE consumables
J Illingsworth	£282.00	FETE consumables
Unity Trust Bank	£12.00	Service charges July & August 2025
R Morris	£779.31	National Tool Hire – FETE generator
Total	£2683.87	

To agree payment of invoices and other expenses: Payments – Proposed by Cllr C Smith and second by Cllr F Brown - All approved.

Income Received: £80.00 Fete Pitch Fees

To consider grant applications: None

To update on AGAR Year End Accounts: Still not heard back from PKF Littlejohn. To report back in next meeting.

10. **To receive an update on the purchase assets using CIL money:** Clerk has contacted Simon Walker at East Suffolk Services, regarding the removal of bench on Oulton Playing field and moving it to Brendon Close play area, along with the installation of the lending library, to date, I have had no response. Cllr J Illingsworth had a meeting with Simon and he provisionally agreed this was all ok.
To Provide 2 waste bins on the land between Mobbs Way & Blackberry Close. Clerk to apply for street furniture licenses. Proposed by Cllr P Waring and second by Cllr F Brown. All in agreement.
Suggest purchasing an Oulton Parish Council gazebo and future events.
Clerk to speak to Louis at ESSL to discuss licenses for Table Tennis table. Cllr Keith Robinson has applied for Box Up and equipment.
11. **To discuss role/group/friends of, re TPOs and Jenkins Green Pond maintenance:** Conversations need having with Tree Preservation Officer and Woods Meadow, this is going to be a work in progress. Cllr Peter Waring will continue with this. We need to decide which projects we would like to work on and bring forward. The new ranger Michael Ryder to be invited to our next Parish Council meeting.
12. **TOMS Magazine new addition and potential name change:** All in agreement to leave the name as it is. Next addition will not go out until at least mid October.
13. **To discuss OPC new email addresses:** It has been agreed that from 1st October, all new email addresses are to be used.
14. **To agree on road names for Persimmon Phase 3B:** Persimmon require 4 road names for this next phase. They have requested Borthwick and we have already agreed on Parr, for David Parr who was a local man who died in the Falklands War. Cllr J Illingsworth proposed Barnes, for Rev Edwin Barnes who was rector of St Michaels from 1955-1980. Just need to choose either Wade or Baxter, both of these gentleman appear of the war grave in St Michaels Church. Consider for Derby in the next selection. It has

also been suggested that next time the Parish is asked to provide names of location/geographical, something positive and relevant to our local area.

- 15. To discuss and agree on new payroll service for Clerk:** It has been suggested that we change our payroll service provider. Juler Tooke have been approached and can provide the service at the same price. Prosposed by Cllr P Bryant and second by Cllr F Brown. Clerk to contact E Back.
- 16. To receive updates from individual Council Members (for information only –** Cllr T Knights has provided SID camera results. Oulton Street (southbound) – average daily traffic 4387, average speed 26.6 mph. Sands Lane westbound – average daily traffic 2488, average speed 30.8 mph. Results sent to PC Michelle Deal & Ben Woolnough at Planning. We think it would be beneficial to put these results on our website/Facebook page and noticeboard.
- 17. To receive any items for inclusion on the next agenda (for information only)** Signage on pond at Woods Meadow, not suitable for swimming. Longfields Footpath, between Lime Avenue, Mobbs Way and Sands Lane, it is sinking, Clerk to contact Debi @ Persimmon. Longfield Path 4, public enquiry stating this should be a shared footpath/bridleway. Clerk to speak to Amy to see if part of her findings.
- 18. To confirm date of the next meeting as Tuesday 18th November 2025 @ 7.00 pm in Oulton Community Centre.**

The meeting closed at 20.58

X

Chair