

Tuddenham Parish Council Annual General Meeting Tuesday 5th May 2026

Minutes

Meeting started at 7:33pm

Present: Cllr William Pipe, Cllr Pauline Procter, Cllr Jim Bird, Cllr Kate Lindsey, Cllr David Lugo, Cllr Hayden Beckett, Sophia Charalambous (Clerk & RFO) County Councillor Elaine Bryce, District Councillor Colin Hedgley and 4 members of the public.

1. Election of Chair and other office holders and sub-committees

- **Chairperson – Cllr William Pipe** was elected. This was proposed by Cllr Pauline Procter and seconded by Cllr Hayden Beckett.
A Declaration of Acceptance of Office was signed by Cllr William Pipe.
- **Vice Chairperson – Cllr Harry Brightwell** was elected. This was proposed by Cllr David Lugo and seconded by Cllr Kate Lindsey.
- **Clerk & RFO – Sophia Charalambous** was elected. This was proposed by William Pipe and seconded by Cllr Pauline Procter.
- **Playground and Playing field – Cllr Jim Bird and Cllr David Lugo** were both elected. This was proposed by Cllr Pauline Procter and seconded by Cllr Kate Lindsey.
- **Community Policing – Cllr Harry Brightwell** was elected. This was proposed by Cllr Jim Bird and seconded by Cllr Hayden Beckett.
- **Highways and Traffic – Cllr Pauline Procter** was elected. This was proposed by Cllr Kate Lindsey and seconded by Cllr David Lugo.
- **Planning – Cllr Kate Lindsey** was elected. This was proposed by Cllr Pauline Procter and seconded by Cllr Jim Bird.
- **Community Partnership – Cllr Pauline Procter** was elected. This was proposed by Hayden Beckett and seconded by David Lugo.
- **Keightley Way – Cllr Kate Lindsey, Cllr Hayden Beckett and Martin Williams** were elected. This was proposed by Cllr Jim Bird and seconded by Cllr David Lugo.
- **Tree Warden – Trevor Wright** was elected. This was proposed by Cllr William Pipe and seconded by Cllr Pauline Procter.
A declaration of acceptance was signed by Cllr Bill Pipe.

2. Chairman welcome and apologies

Apologies from Cllr Harry Brightwell. This was pre-approved.

3. To receive any declarations of interest

Cllr William Pipe declared a non-pecuniary interest in the Sunny Farm planning applications DC/26/1517/P3Q, DC/26/1518/P3Q, DC/26/1519/P3Q, DC/26/1520/P3Q, DC/26/1521/P3Q.

4. To approve minutes of the meeting held on 3rd March 2026

Approved.

5. Matters arising from the minutes which are not covered in the agenda

Cllr Jim Bird purchased a replacement dog bin to be placed adjacent to Fountain Meadows, which was agreed at the previous meeting on 3rd March 2026. The total cost of the bin is £209.70 including VAT. A receipt of purchase was received by the Parish Council Clerk for the payment to be reimbursed.

6. Comments from members of the public on matters on the agenda

A member of the village Richard Ward, is requesting funding for water sampling. Deben Climate Centre have a team of 10 volunteers and are looking for Parish Councils to help fund consumables (reagents, E-coli petri plates and so on) to carry out water sample testing. A grant of £100 for each local Parish Council will help sustain this vital work. Funding from 10 parishes can provide 1 years' worth of testing.

Richard Ward has recently carried out tests in Tuddenham St Martin and the results have shown levels of E-Coli coming from the sewerage waste pipes. A written report will be available at a later date.

The councillors agreed to fund £100 towards this worthwhile project.

7. Reports of the County and District Councillors

County Councillor Elaine Bryce discussed her report and spoke of her recent achievement of delivering a HGV weight restriction scheme on Westerfield Lane, linking Tuddenham and Westerfield which has been approved.

Elaine continues to support the 'Stop the Quarry' campaign and is working alongside Parish Councils in Westerfield, Swilland and Witnesham.

An Economic Impact Assessment needs to be conducted by the applicant and Suffolk County Council have commissioned an independent assessment costing in excess of £50,000.

With the local Government review underway, Elaine noted that the majority of parishes are against the 'One Suffolk' approach.

Councillor Elaine Bryce's full report can be viewed online [here](#).

District Councillor Colin Hedgley discussed his report and noted that the quarry application is not likely to be reviewed before June 2026.

He stated that he is disappointed with the outcome of the 'One Suffolk' Government reorganisation.

Colin noted there are some changes happening within the planning team, in order to speed up the process of delivering new homes. The figures for new built homes across East Suffolk have increased from 905 – 1660. This has encouraged the 'Call for Sites' applications which have now completed the first phase and the 2nd phase is well underway.

The new waste and recycling plans are going ahead this year 2026, with bins being distributed to households in East Suffolk.

Colin spoke of new funding opportunities available to help fund good causes and projects, including the 'Thriving Places' fund, also noting the previous support he has given to Tuddenham St Martin. Including a laptop and projector for the village

hall, refurbishment and maintenance of the playing field and garden area, as well as funding towards the village defibrillator.

Anti-social behaviour was mentioned and can be reported on the East Suffolk Council website or by calling the customer services team.

Councillor Colin Hedgley's full report can be viewed online [here](#).

8. Clerk's report, including financial matters, AGAR

- Risk Assessment to be approved.

This was viewed and discussed during the meeting. It has been distributed to councillors for a full review to be approved at the next meeting.

- Keightley Way – Vehicles are being parked on the grass verges and a neighbour is requesting funding to add bollards to prevent this happening. A request of up to £100 has been made for concrete and paint as the community member has offered to carry out the work himself.

This matter was acknowledged by the Parish Councillors and discussed. An idea mentioned was to send a mail shot email out to residents about being more considerate when parking in the village, as well as adding this to the newsletter.

ACTION – Cllr Kate Lindsey will add this to the Bennett Homes agenda.

- Payments since last meeting on 3rd March 2026.

This was acknowledged and approved by the councillors.

Account balances as of 4th May 2026

Community Account **£696.88**

Business Account **£26,451.47**

Payments made since 3rd March 2026 for approval:

09.04.2026	SALC	Payroll	£27.00
09.04.2026	S Charalambous	Clerk March payslip	£131.28

- End of year financial report 2025 – 2026.

This was approved and can be [viewed online here](#).

- AGAR

The Internal audit report was presented to the councillors for approval, ready to be submitted with the relevant documents. This was approved.

9. Playground repairs/maintenance

i) The councillors noted that the grass cutting has not begun in the village and is overdue.

ACTION – Clerk to follow this up and find out when they plan to do this.

ii) Wooden posts have been donated to Tuddenham st Martin village playground, to repair the equipment. The posts are due to arrive this week and work will proceed.

New sand will also be added to the sand pit.

10. Planning, including any updates on outstanding applications

Keightley Way: Plans are on track to begin works later this year. There will be some work beginning on the site, however this is in preparation of the full building works and pre-tests needed to be carried out.

Manor Farm DC/26/1012/FUL: The application was discussed again by the Parish Council and was noted that the plans are within a conservation area. There are also concerns with the access to the proposed dwelling due to the speed limit of 60mph currently in place on Clopton Road.

ACTION – Clerk to write objection letter with the guidance of Cllr Kate Lindsey and Cllr Bill Pipe to be submitted by the expiry by the 3rd June 2026.

Larks Hill DC/26/1106/FUL: The Parish Council discussed this application and are concerned with access to the site from Clopton Road due to the current speed limit of 60mph on Clopton Road.

ACTION - Clerk to write objection letter with the guidance of Cllr Bill Pipe and Cllr Kate Lindsey to be submitted by the expiry date of the 5th June 2026.

The Spinney DC/26/1376/FUL: The parish councillors acknowledged this application and have no comment.

Sunny Farm DC/26/1517/P3Q, DC/26/1518/P3Q, DC/26/1519/P3Q, DC/26/1520/P3Q, DC/26/1521/P3Q:

Prior Approval Agriculture to Dwellings - The change of use and conversion of agricultural building D to create 2 no. C3 residential dwellings.

Farm Buildings, The Gables, Main Road, Tuddenham St Martin, Suffolk

Cllr Bill Pipe stepped out of the meeting when the parish councillors discussed these planning applications, and played no part in the decision, due to his non pecuniary interest.

The remaining Parish Councillors discussed the planning application, considering their previous objection which was submitted.

The same points were raised including the rural location with no access, and lack of suitable footpaths, the current one way track/road will not be efficient and will require a drainage system, as well as the risk of pollution from waste water.

ACTION- Clerk to write an objection letter with the oversight from Cllr Kate Lindsey, which is to be submitted online before the expiry date of 22nd May 2026.

11. Highway matters

i) Inconsiderate parking in the village – A letter/flyer is to be sent out informing the villagers to be more considerate when parking in the village, maintaining safety on all footpaths. This is to include any resident's workers/guests visiting the village also.

ACTION – Cllr Jim Bird and Cllr Pauline Procter to review previous flyer and draft a new one.

ii) The meeting with Westerfield Parish Council regarding the 20mph speed limits is to go ahead.

iv) Many thanks to Cllr Jim Bird and Cllr Pauline Procter for directing traffic safely through the village and re-routing inappropriate HGV lorries, after traffic was diverted via Tuddenham St Martin following the 16 hour A14 and Orwell Bridge closure.

12. Community policing – Nothing to report.

13. Items to include for the next meeting.

- Risk Assessment approval.
- Litter Picking Day – To set a date at the next meeting.
- Play area tidy up – Jet washing furniture.

14. Date of forthcoming meetings: Tuesday 7th July, Tuesday 1st September, Tuesday 3rd November 2026. All at 7:30pm in the village hall.

The meeting closed at 20:58pm

Signed by Sophia Charalambous
Clerk & RFO