

# MINUTES

## Blundeston & Flixton Parish Council Meeting Held on Monday 16<sup>th</sup> June 2025

**Present:** -, Mr G Wade (Chairman), Miss M Wright, Mr P Button, Cllr P Ashdown Cllr E Back, Cllr K Robinson, Mrs B Shaw, Mr S Rees, (Vice Chairman) Mr K Blowers, Mr C Harris, Mr R Leach, Mrs G Soanes, Mrs E Sparkes, & 6 Parishioners were present.

1. **Apologies**-Mrs D McKernan,
2. **Declaration of interests:** No Declaration of interest
3. **Approval of Minutes:** minutes of the previous meetings held on 19<sup>th</sup> May 2025 were approved and signed.
4. **Update on ongoing matters-**
  - Footpath between The Street and Market Lane**  
No Further updates to report
  - Play Park Repairs/Health and Safety**  
Cllr P Ashdown said that we would need to contact Simon Walker at East Suffolk
  - Village Hall**  
It was reported that a meeting has had to be re scheduled due to lack of attendance
  - Sid Board update**  
It was asked if Cllr K Robinson could arrange for the person to help advise on how to set the sid board up and for a councillor to get familiar with the use of the board before the volunteers get involved it was asked if they could use the village hall to arrange a date.
  - Tombola at Barkis Meadow**  
It was asked if the WI could borrow 3 tables on the 5<sup>th</sup> July 2025, this was agreed at the meeting but just check with the VH Management if any bookings in on that day.
  - Barriers on Footpath between Hall Road and the School**  
We received correspondence from Highways in regards to the barrier-As part of the Section 278 works the barriers were removed to accommodate the change in footway design. We have agreed with the developer to introduce a natural barrier with planting to replace the sub-standard existing barriers system. This will improve access for mobility scooters, including trippers' prams used by parents of young children. the issue is the natural barrier will not stop the children from running into the road it was agreed to contact Badger Builders and Highways and it was asked again to put it on the reporting tool.
  - Roundabout in Playpark**  
A Councillor had a meeting with BFS they came and had a look to see if it can be refurbished a decision will be made when they have accessed the work that needs to be done, it was raised that maybe we should buy a new roundabout instead of repairing a 70 year old roundabout it was said that to spend £6000-£7000 on a new one it would not be as good quality it was agreed to take the advice of the safety company as to the next steps. It was agreed that we will get a new sign put up in regards to the age limit.
  - Beacon On Millennium Green**  
The beacon is ready to get painted and grip blasted and then we have some work to do on getting the old post out the cost for the new post is around £1500 and the painting/grip blasted £280 so about £2000 in total.
5. **Clerks Report:**

The clerk reported that the new website is progressing well and also the new generic emails have been set up so once I have had my training I will be sending the new email addresses out and some instructions on how to set this up.

Also the clerk asked if anyone had any updates on the Copperfield's shop sign in the play park that was agreed a councillor said that they would speak to her.

The clerk asked about the church funding that was asked for buy the church the email was circulated it was agreed that £500 would be donated as that was what was budgeted for this year.
6. **Public. Participation (15 mins)**

A Parishioner asked if they could do some Magnet fishing in the pond at Barkis Meadow/ Market Lane Cllr P Ashdown and the Councillors agreed this could be done.

## 7. Other Parish Business (Parish Councillors).

It was asked if we could open up the field on Saturday 28<sup>th</sup> June 2025 as the Plough Inn are having the event called the Nelsons Journey and they would need extra parking this was agreed at the meeting.

It was mentioned that the WI are having there tombola on the 5<sup>th</sup> July 2025 between 2pm-4pm  
There will be a concert by The coastline singers at the village hall on the 2<sup>nd</sup> July 2025 in aid of the church  
The Teddy Bear Parachute jump/Flower festival will be on July 19<sup>th</sup>/20<sup>th</sup> 2025

It was asked if the Notice Board by the post box in The Street could be revamped as it is looking very tired and could we have glass on both sides instead of just one side to protect the notices it was agreed to contact the Northern Lowestoft Men Shed.

It was raised that some residents are filling the dog waste bin at Barkis Piece with dog waste from their garden and causing the bin to over flow it was asked could this be emptied several times a week, this was not agreed at the meeting.

It was asked if the road sweeper had been round the village this year, it was advised that they had been round.

It was asked also about the new bin for the play park that was purchased in August as the clerk has to return a Enabling Community Monitory report before 9<sup>th</sup> August 2025 as this was funded by East Suffolk, it was agreed this would be done before the school holidays start.

It was asked about the meeting we had in April about getting a list of all the assets that we own that the clerk was going to arrange some dates for the councillors to help go through the minutes the clerk will check with the village hall manager to see when the hall is free.

A councillor raised about the council only having 10 meetings a year from 2026/2027 if we get any planning applications come in August or December the clerk will double check with SALC and also make a note to change the standing orders to reflect that the council will only hold 10 meetings a year and not 12.

It was raised about the hedge at Petos Pond that has really grown up and needs to be cut back before an accident happens a councillor said he will speak to who owns the hedge.

A parishioner was approached regarding dogs being let off the lead on the Millennium Green . There are signs up in Millennium green to say dogs must be kept on the lead, but we cannot enforce it. And said that they were speaking to environmental protection yesterday about enforcing dogs off leads in millennium green. However, we can apply to have some official ones in there which then means if anyone was to break it, they could be fined.... much like the park. It was agreed at the meeting to get some official signs put up from the council.

## 8. County Councillors Repot Cllr K Robinson Cllr E Back

Graham welcomed Cllr Edward Back, back and asked if he had anything to report but only the devolution and the labour government this will not be sorted until Sept/Oct

**9. District Councillor report Cllr P Ashdown** It was asked if blundeston had applied for any grants from community partnership they have had 14 this year from other parishes.

Paul said that he is sitting on the CIL working group that deals with applications from town and parish council and other organisations to utilise district CIL for modernization for village halls that will need to go in buy May 26

Also Paul chairs for community partnership for Northern district and our officers actually won the awards for the community usage for this year it was really nice to see and would be nice to see a representative from Blundeston at the next meeting which will be in July at the Kirkley Centre Lowestoft.

Paul also said that it was nice to see that Blundeston received some CIL from the prison site which was a welcome surprise to Blundeston due to the fact that the second phase of the build changed so there could be some more to come.

**10. Consider planning applications as listed below plus any further applications received before the meeting.**

No planning applications this month to consider

**11. Other Points for discussion**

**Approval of the following policies as circulated to the PC Members**

Health and Safety

Volunteer Policy

Risk Management Volunteers

These Policy's where all agreed at the meeting with some additional comment's

It was raised about the High -Vis jackets that we need a councillor said he will follow this up. Also, we had to amend the current risk management policy Mel will send to the clerk. There are another 5 or 6 policies to do and one of the next policy's is about training and it says on the template that the clerk is expected to get the certificate of local council admin should we say encourage to do the training, this was agreed. It was also agreed to encourage new councillors to do the new councillor training, and that the parish council would pay for this.

**Discuss the Scribe package /quote for the clerk**

Eliminate spreadsheet stress and formula mishaps.

Simplify budgeting and quarterly reporting.

Streamline audit preparation (no more scanning or emailing spreadsheets)

Provide secure access and backups with zero risk of data loss.and GDPR

Free time with automation and instant reporting

It was agreed to get another quote from some other companies offering the scribe software at this point

**12. Finances - Expenditure** Clerks Telephone Allowance £30.00

Employers NI £22.13 May Salary

Clerks Overtime £102.96 6.5 hours May Salary

Insurance Renewal £2025.90

HP Ink/Paper Clerk £26.94 April,May,June 2025

**Income** Bank Interest £71.44 June  
Clothing Recycle Bin £7.00

Budget/Forecast (Quarter)

Bank Reconciliation (Quarter)

**13. Correspondence for Information**

**To note the attaches appendix of items which have been circulated**

**14.- Emails All have been read prior to the meeting**

SEALINK - invitation to online workshop 2nd June

May Monthly Newsletter (Cllr K Robinson)

Countywide – Plea to share the road responsibly and help protect those on two wheels

FW: CR No 496779 - Missing Barriers

SALC Annual General Meeting 2025 and 75th Anniversary celebration - HAVE YOU BOOKED YET?

CORRECTION - LGC update - press releases from Suffolk County Council - budget/consultation

Suffolk Constabulary launches new tool to help find missing armed forces veterans

Suffolk residents lose more than £407,000 in 114 incidents to romance

Volunteers aim to inspire others to help community

There being no further business the Chairman closed the meeting at 8.40pm  
2025

The next meeting is scheduled for, Monday 21<sup>st</sup> July 2025 at 7.30pm

