

BACTON PARISH COUNCIL

Chair Person: David Ryding

Clerk: Tina Newell

Meadow View, Oak Farm Lane

Mendlesham

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Councillors: You are hereby summoned, and members of the press and public are hereby invited, to attend a meeting of the Parish Council on Monday 10 August 2026 at 7.00pm in Bacton Village Hall to consider the items set out below.

AGENDA

1. Apologies for absence:

- a. Councillors to receive apologies for absence.
- b. Councillors to vote on acceptance to apologies for absence.

2. Declarations of Interest and Dispensations:

- a. To receive any Councillors interests in subsequent agenda items.
- b. To receive and consider requests for dispensations.

3. Minutes of previous meeting: [Councillors to approve the minutes of the Parish Council meeting held on 13 July 2026.](#)

4. Public Forum:

- a. [To ask questions following Andrew Mellens August report.](#)
- b. To receive Andrew Stringer as County Councillor monthly report and ask questions.
- c. To receive comments or questions from members of the public on agenda items or matters relating to Bacton.

5. Planning:

- a. Councillors to note there have been no planning applications made to the District Council relating to Bacton since the last meeting.
- b. Councillors to note the following determinations made by the District Council relating to Bacton since the last meeting:
 - i. DC/26/01734 Seeblick, Rectory Road, IP144LE
MSDC: Granted BPC: Supported

- ii. DC/26/00504 36 Pound Hill, Bacton IP14 4LP
MSDC: Granted BPC: No objection
 - c. Councillors to receive an update on both outstanding CIL liabilities relating to Bacton (Mizpah: DC/19/05193 and land to the Rear of the Bull Inn: 4945/16)
 - d. Councillors are asked to note that meetings with landowners who submitted sites during the District Council's recent Call for Sites exercise are still being arranged.
 - e. Councillors are asked to consider holding a without prejudice meeting with two senior planners regarding the site previously offered for community use and to approve a further allocation of £500.00 for advice from Mills & Reeve.
6. To receive updates and reports from working groups and consider further action:
- a. **Beacon Green:**
 - i. Councillors are asked to agree to delegate authority to the Clerk and the Chairman to ensure the handover of the open space is completed, noting that all associated costs will be borne by the developer.
 - ii. Councillors to consider the cost to install a metered water connection.
 - b. **Cemetery:**
 - i. Councillors to receive an update on the possibility of a water connection to the Cemetery/Garden of Reflection.
 - ii. To receive an update on the purchase of a double bin store.
 - iii. Councillors to receive an update on the cleaning of older graves.
 - iv. Councillors to receive a recommendation from the working party updating the terms and conditions to include the disposal of excess soil from graves.
 - c. **Community Engagement:**
 - i. To receive feedback from recent 'open door' events and the Bacton Fayre.
 - ii. To receive a recommendation for a community event to mark the Parish Council's ownership of the open space at Beacon Green.
 - iii. To receive an update on the a joint Christmas event with St Marys Church.
 - d. **Community Infrastructure Levy:** To consider the purchase of two further streetlights from the railway bridge to the junction with Broad Road noting residents comments.
 - e. **North Close:**
 - i. To receive an update on the insurance claim for work carried out previously.

- ii. To note the corrective work to the patio area has been postponed and will start on 14 September 2026.
 - f. **Neighbourhood Plan:** Councillors to consider the possibility of another public consultation to ascertain the need and location of a community facility and future development.
 - g. **Open Spaces:**
 - i. To note work to maintain some of the play equipment at St Marys playing field will be carried out in September to allow full use of the equipment over the holiday period.
 - ii. To approve quotations from Ai Tree Services Ltd to carry out essential maintenance on both ponds and associated trees at Shop and Cow Green at a cost of £1,760.00.
 - h. **Road/Pedestrian Safety:** To receive an update on locations and agree the design of village entrance gates.
7. **Finance (all supporting paperwork appended):**
- a. **To approve the finance report for the quarter ended 31 July 2026 including:**
 - i. Bank reconciliations
 - ii. Budget vs Actual income and expenses
 - iii. Reserves
 - iv. Assets
 - v. Community Infrastructure Levy (CIL) reconciliation
 - b. To note receipts since the last meeting.
 - c. To approve payments to be made and ratify any payments made since the last meeting.
 - d. To receive an update on the amendments to the Unity Trust Bank mandate.
8. **Governance:**
- a. Councillors to note that PKF Littlejohn have returned section 3 of the Annual Governance Accountability Return (AGAR) following a review of Sections 1 and 2 of the AGAR.
 - b. Councillors to note that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31st March 2026.

- c. Councillors to receive an update on the request to increase the number of Parish Councillors.
- 9. **Correspondence:** Councillors to agree action on correspondence received.
- 10. **Councillors to consider other matters for inclusion on a future agenda.**
- 11. **Councillors to note the date of the next meeting as 19 October 2026.**
- 12. **Councillors to resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the commercially sensitive and confidential staffing business to be discussed**
- 13. **Bacton Green:** Councillors to consider the future use of the agricultural land.
- 14. **Parish Warden:** Councillors to receive a recommendation from the staffing committee for the appointment of a new Parish Warden.
- 15. **Councillors to consider a response to a personal injury claim on land not owned**
- 16. **Close the meeting.**

Tina

Tina Newell | Clerk Bacton Parish Council

5 August 2026

Bacton Parish Council BANK RECONCILIATION 2026/27

	Unity		Flagstone				TOTAL
	Instant Access	Current	HSBC	OakNorth	Aldermore	Holding acct	
Opening balance 01 04 2024		£ 7,284.77	£ 85,039.13	£ 112,177.76	£ 30,014.38	£ 50,131.32	£ 284,647.36
<i>ADD Receipts (01 04 2026 - 30 06 2026)</i>		£ 59,505.20	£ 957.47	£ 982.47	£ 795.62	£ 303.22	£ 62,543.98
LESS Payments (01 04 2026 - 30 06 2026)		£ 27,634.28	£ -	£ -	£ -	£ -	£ 27,634.28
Transfers OUT			£ -	£ -	£ -	£ 50,434.54	£ 50,434.54
Transfers In			£ -	£ -	£ 50,434.54	£ -	£ 50,434.54
b/f as per cash book 31 07 2026	£ -	£ 39,155.69	£ 85,996.60	£ 113,160.23	£ 81,244.54	£ -	£ 319,557.06

As presented by:	Unity		Flagstone				TOTAL
	Instant Access	Current	HSBC				
b/f as per bank statements 31 07 2026	£ -	£ 39,155.69	£ 85,996.60	£ 113,160.23	£ 81,244.54	£ -	£ 319,557.06

TRUE TRUE TRUE TRUE TRUE
£ - £ -

Signed: _____

Signed: _____

Bacton Parish Council Detailed Receipts & Payment by Budget Heading 31 03 2027				
As at 31 July 2026				
2025/26		2026/27		
Actual	Receipts	Actual	Annual Budget £	Variance 2025/6 £
480	Bacton Green	-	-	-
2,090	Cemetery Fees	995.00	-	995.00
63,369	CIL	15,250.12	-	15,250.12
460	Donation	-	-	-
8,633	Interest	3,038.78	-	3,038.78
2,000	Locality	-	-	-
200	Miscellaneous	300.00	-	300.00
46,733	Precept	24,521.60	46,733.06	(22,211.46)
2,500	Rent	750.00	750.00	-
-	Stewardship (Bacton Green)	-	-	-
9,567	VAT	14,383.88	-	14,383.88
3,175	Warden Grant	3,304.60	-	3,304.60
139,207	Total Receipts	62,543.98	47,483.06	15,060.92
Actual	Payments	Actual Year to Date £	Annual Budget £	Variance 2025/6 £
-	Advertising	367.00	65.00	(302.00)
-	Asset replacement	-	2,000.00	2,000.00
846	Audit	432.22	827.00	394.78
1,546	Bacton Green	-	-	-
243	Beacon Green	-	-	-
73	Bank Charges	28.00	84.00	56.00
64	Bin Emptying	66.00	1,015.13	949.13
841	Broadband	-	-	-
859	Cemetery	80.00	240.00	160.00
58,603	CIL	11,167.07	116.00	(11,051.07)
294	Clerks office allowance	-	312.00	312.00
209	Clerks mileage	-	95.04	95.04
24,450	Clerks Salary	9,514.80	22,038.16	12,523.36
788	Community engagement	-	500.00	500.00
308	Defibrillator	260.00	327.75	67.75
-	Election	-	100.00	100.00
444	Garden of reflection	-	-	-
-	Gen Office & Admin	-	250.00	250.00
959	General Maintenance	37.80	2,250.00	2,212.20
-	Grants	-	258.00	258.00
6,884	Grass maintenance	2,133.32	3,625.00	1,491.68
522	Hall hire	170.00	432.00	262.00
47	ICO	-	35.00	35.00
958	Insurance	-	856.00	856.00
1,499	Legal & Professional fees	-	40.00	40.00
-	Mileage (Councillors)	-	25.00	25.00
199	Miscellaneous	-	-	-
3,173	Neighbourhood Plan	153.00	1,800.00	1,647.00
-	North Close	-	-	-
-	Parish Warden Expenses	-	150.00	150.00
-	Parish Warden Pay	695.13	3,447.60	2,752.47
208	Payroll	-	192.00	192.00
1,842	Streetlight Power/Maintenance	-	1,151.61	1,151.61
700	Rent	700.00	700.00	-
125	S137	-	100.00	100.00
393	Shop Green	-	-	-
333	Stationery	100.57	100.00	(0.57)
-	Stewardship Scheme	-	2,419.64	2,419.64
622	Subscriptions	635.38	631.13	(4.25)
145	Training	35.00	100.00	65.00
-	Traffic calming	-	-	-
1,724	Tree Works	-	1,000.00	1,000.00
-	Warden mileage	-	-	-
-	Warden PPE	-	-	-
-	Warden supplies	-	-	-
341	Website and emails	-	200.00	200.00
14,384	VAT	1,058.99	-	(1,058.99)
124,626	Total payments	27,634.28	47,483.06	19,848.79

Bacton Parish Council RESERVES 2026/27

As at 31 July 2026

Name	Opening balance	Receipts	Virements	Payments	Virements	Closing balance
Asset replacement	3,310.10					3,310.10
Bacton green	12,369.09	750.00				13,119.09
Cemetery	6,262.00	995.00		-		7,257.00
CIL	216,525.01	15,250.12		11,167.07		220,608.06
CIL Interest	-					-
Election	1,250.00					1,250.00
Footpath redirection	-					-
Garden of Reflection	2,896.80					2,896.80
General	24,264.36	45,548.86		16,314.22		53,499.01
Hall hire	-					-
Memorial repairs	6,610.00					6,610.00
Neighbourhood Plan	-			153.00		(153.00)
Pot holes Shop Green	-					-
Primary School path	660.00					660.00
Strategic Reserves - legal fees unlawful encampments	10,000.00					10,000.00
Streelighting elec and maint	-		-			-
Parish wide Tree work	500.00					500.00
	284,647.36	62,543.98	-	27,634.29	-	319,557.06

Monthly 'working capital' 3,894.42

Number of months of 'working capital' 25.41

Signed as representing a true reflection of the Councils finances

Dated: _____

NEIGHBOURHOOD CIL EXPENDITURE REPORT		
Bacton Parish Council		
1 April 2026 to 31 March 2027		
		Total £
Total CIL income balance b/f		227,009.50
Total CIL income received in reporting year		15,250.12
Total CIL spent within reporting year		11,167.07
Total CIL retained at year end		231,092.55
CIL Expenditure		
Allocated Funds not yet spent	Amount allocated £	Total £
Noticeboards	4,299.95	
Waste Bins	4,210.50	
White gates on entrance to village	10,000.00	
Street lights	10,000.00	
Cow Green	5,000.00	
North Close	10,000.00	
Beacon Green	10,000.00	
Play equipment/capital	36,350.00	
Bacton Utd	4,000.00	93,860.45
Amount yet to be allocated		137,232.10
Total CIL received		231,092.55