

Oulton Parish Council

Minutes of Parish Council Meeting held on Tuesday 1st September 2026 at 7.00pm in Oulton Community Centre

Parish Councillors (8) present	Jo Illingsworth (Chairman), Chris Smith, Pete Bryant, Faith Brown, Tony Knights, Veronica Toleman and Peter Waring
County Councillors	Paul Sutton
District Councillors	Keith Robinson, Andree Gee & Eddie Back
Also in attendance	Clerk
Members of the public	3

1. The Chair welcomed everyone to the meeting.

2. To receive and approve apologies for absence: Cllr Darren Ansdell

3. *To receive any declarations of interest from Members & consider requests for dispensations:*

Cllr Jo Illingsworth & Cllr Tony Knights declared a non-pecuniary interest as Trustees of Oulton Community Centre.

4. To approve minutes of the Parish Council meeting held on 7th July 2026.

The Minutes of the meeting held on 7th July 2026 were agreed, once the payment schedule from that meeting was agreed and signed. A proposal by Cllr T Knights and second, Cllr P Bryant all in favour. The minutes were signed by the Chairperson

5. Matters Arising

- Cllr T Knights has replaced the battery in the faulty SID camera, this is now working correctly. Results will be distributed shortly.
- Cllr T Knights & Cllr J Illingsworth have removed the fete posters.
- Cllr P Bryant reported that Amy Kemp has received response re Bridleways. All has been agreed. The small section of footpath between Sands Lane & Brendon Way has been removed, as requested. Waiting for final agreement to come through, then signs can be changed.
- Cllr P Bryant spoke to Jenkins Green residents regarding the pond. Clerk has emailed Laura Hacks team asking for them to look into the state the pond has gotten into and for a plan of action. Clerk to email Lowestoft Town Council and ask if they are aware, as this is under their remit too.
- Cllr C Smith came across at plaque relating to a gentleman in Gorleston Road. He was a Freeman and had the key to the City of London. His data should have been protected, therefore Cllr Smith purchased and kindly donated the plaque to Oulton Parish Council, with the proviso that it is returned to his family if they come forward.

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).

- Member of the public attended the fete and shared their feedback. "It was well turned out considering the weather and lots of hard work from the Parish. Asked why the Blue Boar wasn't invited, as they were willing to offer an overflow car park and why there were so many food stalls". Cllr J Illingsworth stated that feedback from last year, was that we didn't have enough food stalls last year. It was also mentioned that we had a lot of other stalls let us down at short notice.
- It has been suggested that we talk to the allotments on Somerleyton Road, asking if they'd like to attend the fete next year and sell their goods.

7. Reports from:

Parish Clerk:

- 7.1.1 Flagpole base has been installed today (1st September), within 7 days the pole can be installed and the flag raised. This could be done before Remembrance Sunday, the week before has been suggested. Will discuss and report back at the next meeting.
- 7.1.2 East Suffolk Services will be installing the bins along Longfield's Path, within the next week
- 7.1.3 A resident has reported that there are lots of horses along Sekynden Close and the horse muck is becoming a real issue. Cllr K Robinson stated as it is a public road unfortunately there is nothing we can do.

Chairman's Report:

- 7.2.1 Nothing to report.

County Councillors update from Cllr Paul Sutton:

- Plans received from Suffolk Highways regarding 7.5t Weight Limit. Sign alterations have been obtained, most of the alterations are just to change the road reclassifications from Carlton Colville heading North. Road Traffic Surveys will take place at the end of October, no definite date has been set. Waiting response on traffic light timings from Millenium Way/Somerleyton Road.
- Bollard in Stafford Court has been knocked over and hole left in its place. The bollard will be replaced in the next 10 days. It is currently be used as a cut through.
- Hedges have been cut back where the EV charging points are on Oulton Street.

District Councillors update from Cllr Keith Robinson, Cllr Eddie Back & Cllr Andree Gee:

- Cllr K Robinson stated quiet month. Motion has been passed for extra parking enforcement patrols around yellow line areas around Oulton and the schools, especially during opening and closing times.
- Cllr K Robinson stated that a crossbow bolt had been shot at his car, whilst parked in his driveway. Police are aware and waiting on results of DNA tests.
- Cllr E Back has received a few complaints about the new bins, but in comparison to other areas we've gotten away very lightly.
- Cllr A Gee has received no complaints from our district regarding the new bin roll out.

Oulton Community Centre update:

- Would like the Parish to consider donating funds for a new floor in the small hall. R Morris to get quotes and apply for grant. Cllr P Sutton has offered some of his locality budget too.
- New LED lights have been installed, this should cut energy bill by two thirds.

8. Planning

To receive new planning applications and make comment:

- DC/26/2800/FUL – Penny Lane, Oulton - First floor extension above existing garage and associated works. To support with no objections.

To receive results and updates on outstanding applications:

- DC/26/2065/FUL, Hall Lane – Supported
- DC/26/2136/FUL, Flixton View - Supported
- DC/26/2529/VLA, The Farriers – Revised layout of plan online. Clerk & Cllr P Waring to perhaps visit a Bennet Homes site and to invite them to one of our Parish meetings, to give them opportunity to show us and residents their plans and vision. Clerk to reach out and send them an invite. Also ask if they would be happy to fund a letter to the local residents, who are directly affected by the site.

Received some changes to variations on phase 6 of Woods Meadow, 73 dwellings land west of Mobbs Way and Union Lane.

Pre-existing planning applications:

- Planning application on new build at 2 Parkhill was granted in 2009. This is allowed and perfectly within legislation, under the Historic planning enactment.

Calls for Sites - Oulton Parish Council submitted our initial comments after discussions. They will be available online to be viewed. May/June 2027 is when we will next see anything of significance. The new local plan will be adopted in 2029.

No movement on Assets of Value. We received some suggestions, but these need to be assessed.

Cllr P Waring is now officially a Tree Warden. The first meeting with the Suffolk Tree Wardens Association is Thursday 3rd September. To report findings back next meeting.

East Suffolk Council produced a draft Tree and Hedges Strategy. There were only 4 weeks to comment, which was during our summer recess, giving no chance for discussion. The strategy itself is thoughtful. We would have liked the timing to have been better to have discussed properly.

East Suffolk Council are scrapping 3 planning committees and reducing it down to 1 for the whole area. Having Northern planning and Southern planning committee, means that they know their patch. The concern is that we will lose local familiarity in the future.

9. Finance: Income & Expenditure as at 26th August 2026 received

Payment Schedule

Payee	Value	Description
Oulton Community Centre	£10.00	Room Hire July – OCC
Parish Online	£312.00	GOV.UK Email Addresses
T Knights	£109.18	Hello Print Banners FETE
T Knights	£32.97	Hello Print Flyers FETE
Smith Bros	£45.00	Wood for Banners FETE

R Morris	£11.40	A4 Paper
J Illingsworth	£50.00	Blackboard Design OCC
Oulton Community Centre	£33.75	Room Hire OCC2669
T Knights	£450.48	Hello Print TOMS
HMRC	£126.40	PAYE
Clerk Salary	£776.92	Clerk Salary July 2026
C Smith	£577.38	Flag & Flagpole CIL
J Illingsworth	£150.00	TOMS delivery gift cards
J Illingsworth	£359.98	Gazebos
Royal British Legion	£342.50	Tommy & lamppost signs CIL
NPTS	£384.00	Council Training
Unity Trust Bank	£7.00	Service Charge
J Illingsworth	£85.28	Wine FETE
R Morris	£54.20	Tombola prizes FETE
J Illingsworth	£7.69	Tombola gift bags FETE
R Morris	£26.30	Tombola gift bags FETE
J Illingsworth	£58.26	Tombola gifts FETE
R Morris	£70.13	Tombola gifts & rosettes FETE
Clerk Salary	£776.92	Clerk Salary August 2026
Total	£4857.74	

To agree payment of invoices and other expenses: Payments – Proposed by Cllr T Knights and second by Cllr P Waring - All approved.

Income Received: 4x TOMS Adverts = £80.00 and 10x FETE Pitch Fees = £240.00, totalling **£320.00**

To Consider Grant Applications: None

10. To receive an update of the purchase of Assets using CIL money: None

11. The Limes Food Hub: Can Oulton Parish Council help the Limes Food Hub. It is run once a month by the school. 2 supermarkets fund non-perishables. This is available to all, not just the pupils of the Limes. It is also not means funded. As we haven't been approached by them, it has been decided that we do not support this, but we can collect donations if they do ask us for support.

- 12. Warm Room Grant 2026/2027:** The warm room does not work, but we need some ideas how to spend the money we have. We will look into this and represent at our next meeting.
- 13. MUGA on Oulton Playing Field:** Prices start around £45,000 per kit, this is for the smaller more basic one, Cllr K Robinson is hopeful that he can raise more money to allow us to have a more premium one, which is priced around £85,000. East Suffolk Council already have £70,000 in their budget for this. Cllr K Robinson would like to use whatever is left of his budget this year, to put into this scheme and Cllr E Back is happy to do the same. The Parish are happy to support this, by way of some additional funding if necessary and perhaps some benches to have around the MUGA
- 14. Discuss purchasing swing set for Fallowfields:** As it would be Oulton Parish Councils responsibility, we've decided to not pursue this. Clerk to speak to local resident and point them in the direction of the developer, to ask if they can help.
- 15. Storage at Oulton Community Centre:** We need some space to store our fete items, gazebos and other larger equipment we have. Oulton Community Centre is lacking this space, but they are willing to allow the Parish to purchase cupboards and have them put on site. It has also been suggested that a 20ft container is purchased, which can be situated on the playing field, near the Dentists. Clerk to contact Paul Easter for advice and to research off site storage costs and container costs.
- 16. Fete 2026:** Count up of money needs to be done. Meeting to be held on Monday 7th September at Oulton Community Centre, to discuss what went right and what went wrong, taking any feedback on board and how to move forward for next years fete.
- 17. To receive updates from individual Council Members (for information only:**
- Cllr T Knights to provided SID camera results, will publish next meeting.
- 18. To receive any items for inclusion on the next agenda (for information only)**
- Lending Library at Jenkins Green Pond
 - Warm Grant Scheme
 - Persimmon Homes at next meeting.
- 19. To confirm date of the next Parish Council Meeting as Tuesday 6th October 2026, 7pm at Oulton Community Centre.**

End The meeting closed at 20.56 and everyone was thanked for attending.