

Oulton Parish Council

Minutes of Parish Council Meeting held on Tuesday 2nd June 2026 at 7.00pm in Oulton Community Centre

Parish Councillors (8) present	Jo Illingsworth (Chairperson), Chris Smith, Darren Ansdell, Pete Bryant, Faith Brown, Tony Knights, Veronica Toleman & Peter Waring
County Councillors	Paul Sutton
District Councillors	Keith Robinson, Andree Gee & Eddie Back
Also in attendance	Clerk
Members of the public	4

1. The Chair welcomed everyone to the meeting.

2. To receive and approve apologies for absence: P Collecott

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

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

4. To approve minutes of the Parish Council meeting held on 5th May 2026.

The Minutes of the meeting held on 5th May 2026 were agreed after a proposal by Cllr P Bryant and second, Cllr C Smith all in favour. The minutes were signed by the Chairperson

5. Matters Arising

- Posters and banners received for fete, to be shared and agreed.
- Fete workshop on Thursday 4th June 2026. Chair to share information with clerk to present.
- Cllr T Knights to visit parishioner on Somerleyton Road, if he contacts Cllr K Robinson again.
- Baldy Locks signs, keep an eye out for them appearing on Parish assets.
- Cllr P Bryant & Cllr J Illingsworth attended the public enquiry regarding the bridleway's objections (Sands Lane to Mendip Way/Brendon Close). The outcome should be delivered anytime between 2 weeks & 6 months.
- Cllr D Ansdell & Clerk to work through policies and procedures now auditing is coming to an end for the year.
- Chair & Cllr C Smith visited resident on Farrer Drive, who complained about state of communal areas. Clerk liaised with Oldman Homes & Persimmon, who have contract in place to keep those areas tidy. Parish to discuss putting some bins in situ.
- Cllr V Toleman has provided puzzles for the TOMS magazine, along with books for our lending library.

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).

A member of the public raised that electric charging points on Oulton Street lay-by have been installed without prior knowledge.

These have been installed as part of a government scheme and there is no planning or consultation required for these installations., hence why the Parish were not privy to the information beforehand.

Cllr Keith Robinson also stated that the parking restriction signs have been put up again in the Oulton street lay-by, this is not enforceable, only on the electric charging bays, which are restricted to 4 hours only.

7. Reports from:

Parish Clerk:

- 7.1.1 Blood kits are ready from M J Training. Clerk to collect 03.06.2026 and leave out of date defib pads with them, as they can use them for training.
- 7.1.2 AGAR Forms have been submitted to external auditor, after being signed off by internal auditor. Only one issue, to rectify and that is no signatures on April 2025 Payment Schedule.
- 7.1.3 CIL Report has been issued to East Suffolk Council. All figures agree with them. Signed form to be added to our webpage.
- 7.1.4 Progress has been made regarding Cilca training. I have signed up with SLCC, as it's a non-member scheme. Had Teams call with SALC who talked me through the process.

Chairman's Report:

- 7.2.1 Met with the new County Councillor Paul Sutton
- 7.2.2 One to One with Clerk, with positive outcomes. Clerk on annual leave from 15th June – 24th June 2026.
- 7.2.3 Thriving places to claim free bulbs and trees
- 7.2.4 Who does What Information poster ready to circulate from Cllr C Smith.
- 7.2.5 Tried to contact the Limes regarding Community Hub. Chair will arrange a visit with them.
- 7.2.6 Contacted Waltons Garage to ask if they would like a grant to replace the hedge that's been replaced with a fence. No response, although we will keep an eye on it, to see if it grows back.
- 7.2.7 Football on Oulton Community Field. A meeting has been arranged with Sarah Shiney, ESC Sports Developer Manager on 29th June @ 11.30am. Cllr K Robinson, Chairman of Oulton Community Centre has been invited to attend the meeting. He did state that the Community Centre contributes to the maintenance of the field. To report back at next meeting.

County Councillors update from Cllr Paul Sutton:

New to the position so not much of caseload at the moment. Very keen to move forward with 7.5t weight limit, that is already set in motion. Paul has a meeting with the Community Liaison Engineer for further updates and any other TRO's that effect the area.

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

Full council meeting on 03.06.2026. Bringing to attention lack of Traffic Enforcement Officers around the Parish. Enforcement needs increasing especially around school times. Safety comes before profit.

Cllr A Gee, received email from gentleman asking about goal posts on Oulton Playing Field asking if they are to be reinstated.

Parking around Oulton Broad Primary School. OPC are reliant on Enforcement Officers making their rounds during peak hours. To obtain photos of illegal parking and email to Parking Enforcement Team.

Oulton Community Centre update: None

8. Planning

To receive new planning applications and make comment:

- DC/26/1621/TPO – Tubby Walk - 2no. Oak (marked on submitted plan) - Reduce whole crown by up to 2m – **Insufficient information, to mark as No Comment from the Parish**
- DC/26/1776/TPO – Fallowfields - 1no. Oak (marked T1 on submitted plan) - Remove limbs overhanging garden of Fallowfields / 1no. Oak (marked T2 on submitted plan) - Pollard to previous pruning points (3m in height) / 1no. Oak (marked T3 on submitted plan) - Remove epicormic growth - **Insufficient information, to mark as No Comment from the Parish**
- DC/26/1884/CLP - Flixton View – Certificate of Lawful Use - **No objection**

To receive results and updates on outstanding applications:

- DC/26/1253/FUL - Hollydene Close – Approved

Clerk to arrange a meeting with Richard Fox at East Suffolk Council and Cllr P Waring.

The Parish is a nominating body, that can nominate a piece of land or property, that we deem to be an asset of community value. It can be registered with East Suffolk Council and will appear on there for 5 years. If the owner of the property/land decides to sell, they have to notify the Parish & District Council. We then have a period of up to a year in which we can have some input and potentially put in a offer to buy. Owner doesn't have to accept an offer, but the Parish will be alerted to something happening, which we can then register an interest or an objection. Add this to planning role and monitoring checklist, so the Parish can check areas under threat so we can register interest and be prepared. Cllr P Waring happy to undertake this role.

Tree warden role – Tree Preservation Orders in the parish. In our Neighbourhood Plan, we have a log of trees and hedges protected in the area. Perhaps we could have a register to add “special” trees/Hedges of interest within the Parish, if they meet certain criteria, along the same lines as our Planning Assessment Form. To discuss this with Richard Fox.

Planning Committee may need forming, to monitor the scale of applications/TPO's coming through the Parish.

9. Finance: Income & Expenditure as at 31st May 2026 received

Payment Schedule

Payee	Value	Description
Oulton Community Centre	£33.75	Room Hire May 2026 – OCC2577
Clerk	£776.92	Salary May 2026
Defib World	£263.99	Battery Camps Heath Defib
MJ Training	£342.00	Bleed Kits
St Michaels Church	£500.00	Grant
Unity Trust	£7.00	Service Charge
Total	£1953.66	

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

Income Received: None

To Consider Grant Applications: None

10. To receive an update of the purchase of Assets using CIL money: Remembrance Statue & Tommy Lamp Post Signs are being ordered.
Noticeboard not received to date. Clerk to chase delivery.
Flagpole and flag in hand with Chair and Vice Chair.

Bin to be purchased for Farrer Drive/Lime Avenue. Clerk to contact Oldman Homes and ask permission. – Proposed by Cllr F Brown, Cllr P Bryant seconded – All in favour

11. Limes School Food Bank: Mention in Chairmans report

12. Dirt Bikes on Woods Meadow Country Park: Police are being proactive and have caught groups twice.

13. East Suffolk Radio One: Comparing our fete again this year. They have a Sponsorship programme costing £99, with this they will create an advert to advertise our fete, for 2 months and play it 3 times a day on weekdays. Cllr J Illingsworth to contact and agree to go ahead with this.

14. Roundabout On Somerleyton Road: £20.00 to send gardener out on the roundabout to tidy it up, as it's looking really disappointing. All in agreement.

15. Hanging Baskets: Purchase of hanging baskets to put up on bracket already attached to village sign. All in agreement.

16. Fete Update: To be discussed at Fete workshop on Thursday 4th June, 7pm at Oulton Community Centre and bring back to next Parish meeting.

Banners £67.00 for 3 (5ft x 3ft). Look into purchasing 5 or 6. Cllr T Knights to ask for revised quote.

17. TOMS Magazine: Investigate local businesses advertising in our TOMS magazine. £20.00 per half a page. Cllr J Illingsworth to post on Facebook, to see if there is any interest.

18. To receive updates from individual Council Members (for information only):

Cllr T Knights provided SID camera results: -

Hall Lane – average daily traffic 350, average speed 34.9 mph.

Sands Lane Westbound – average daily traffic 2751, average speed 31.1 mph.

19. To receive any items for inclusion on the next agenda (for information only) –

- Persimmon Homes for update

20. To confirm date of the next Parish Council Meeting as Tuesday 7th July 2026, 7pm at Oulton Community Centre.

End The meeting closed at 20.45 and everyone was thanked for attending.