

# Oulton Parish Council

## Minutes of Parish Council Meeting held on Tuesday 3<sup>rd</sup> March 2026 at 7.00pm in Oulton Community Centre

<b>Parish Councillors (8) present</b>	Jo Illingsworth (Chairperson), Tony Knights, Darren Ansdell, Peter Bryant, Faith Brown, Peter Collecott, Chris Smith & Peter Waring & Veronica Toleman
<b>County Councillors</b>	Keith Robinson & Eddie Back
<b>District Councillors</b>	Andree Gee
<b>Also in attendance</b>	Clerk
<b>Members of the public</b>	2

### 1. The Chair welcomed everyone to the meeting.

### 2. To receive and approve apologies for absence: None

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

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

Cllr P Waring declared an interest in Woods Meadow/Oldman Homes

### 4. To approve minutes of the Parish Council meeting held on 3<sup>rd</sup> February 2026.

Minutes were agreed after a proposal by Cllr Jo Illingsworth and all in favour. The minutes were signed by the Chairperson.

### 5. Matters Arising

Darren & Faith have cleared the planters on Somerleyton Road.

Darren to complete an internal audit on 9<sup>th</sup> March 2026.

Faith, Darren & Rebecca have ensured noticeboards are all up to date.

Jo & Chris attended Lowestoft Community Partnership meeting. Moving forward with Oulton Produce, with stats obtained.

Greener Growth have expressed interest in helping within Oulton Parish.

Pete B attend OPT meeting. 3 people in Oulton have been helped in the last 3 months.

Defib in Camps Heath checked 03.03.2026

Amy Kemp has asked if people will attend the hearing on 2nd June at 10am in The Brittan Room at Lowestoft Library, regarding Planning Inspectorate ROW/3333134: Footpath Hall Lane, NR32 3AT and provide support.

Tony has circulated posters for social group and Easter party at Oulton Community Centre

Tony & Rebecca visited Limes Primary School to look at hall for our Parish meetings. The hall is very large, but our equipment will link up to their equipment.

Tony to investigate purchasing a trolley for the TV to use in meetings.

Tree guard for our commemorative tree on Somerleyton Road has been purchased and Peter W to install next week.

Broken car windscreen on Wood Lane, to be reported to ESC to have collected.

## 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).*

After meeting with J Asato, M of P was disappointed that Paul West didn't attend, so they wrote to him to obtain answers.

- General road signs, directing traffic through Lowestoft, have these been altered yet, since the Gull Wing Bridge has been opened. Can report back once traffic flow survey has been completed.
- Mini roundabouts on Gorleston Road/Gresham Avenue/Sands Lane, are breaking up. Paul suggested contacting Cllr K Robinson and Lowestoft Town Council for support in having them flattened. Keith advised to report on the reporting tool again and add comments, that it would be nice to have them removed and not replaced.
- White lines missing around that area too.
- Refuge in middle of road on Gorleston Road/Gresham Avenue/Sands Lane is 1.35mtrs wide, for people with prams/wheelchairs they should be 1.5 – 2mtrs wide. Could signs be erected to warn motorists that people are crossing.
- Traffic calming/traffic management. Dunston Drive is now a thoroughfare to the new Woods Meadow Estate. Speeding is a big issue, perhaps a SID camera would be a welcome addition there, particularly eastbound. These are approximately £4000 each and must meet a certain criteria, but it could be done. Tony happy to get on board with this.

## 7. Reports from:

### Parish Clerk:

- 7.1.1 Received grant of £1000.00 from East Suffolk Council and have set up our Charis account. Grant needs spending before end of March 2026. Post has been put on Facebook pages. Posters to be placed in doctor surgeries and noticeboards and email to Limes Primary School.
- 7.1.2 MC Clean have been given photos of road signs to be cleaned 26<sup>th</sup> Or 27<sup>th</sup> February. Rebecca to contact for update.
- 7.1.3 Longfields subsidising path, I have contacted Debi at Persimmon Homes again. This was last reported in September 2025.
- 7.1.4 ESSL have removed bench, will store at their warehouse until ready to reinstall.
- 7.1.5 P Easter is looking for replacement bus shelter, I said I can do that. He is happy to have it delivered to the depot, if they install.
- 7.1.6 Have sent him the details and asked to quote for install our new noticeboard so we can compare against Noticeboard Online quote. Rebecca to ask Noticeboard Online if they'd be happy to provide a spare key FOC??
- 7.1.7 Had 1 to 1 with Jo & Pete B. Appraisal schedules for 1<sup>st</sup> April @ 10am
- 7.1.8 Contacted Chris Punt, to ask if still happy to do our internal audit this year.
- 7.1.9 Have asked Andree Gee for direct contact to Operations, regarding having new bins. Andree has kindly offered to go into Riverside and ask.

### Chairman's Report:

- 7.2.1 Chair has generated posters for our hardship scheme and grant funding
- 7.2.1 Attended Lowestoft Community Partnership with Chris.
- 7.2.1 Pushing social group at Oulton Community Centre. George King has asked if we'd be happy to serve food, which we would if we get the numbers in.
- 7.2.1 Had meeting with Darren & Pete to discuss Internal Audits
- 7.2.1 Litter pick on Friday 27<sup>th</sup> March @ 5pm. Clerk to ask Brownies if they would be happy to get involved. Chair to advertise.
- 7.2.1 Charlie @ Walk n Talk in Suffolk, would be pleased to have another group in the area and happy to help set up with Jo.
- 7.2.1 Fete committee meeting Tuesday 10<sup>th</sup> March, 7pm in lounge at Community Centre.

### County Councillors update from Cllr Keith Robinson:

Elections are now back on, Thursday 5<sup>th</sup> May. This means we will no longer have 2 County Councillors. If they were to get re-elected Cllr E Back will take on Oulton Broad, south of Sands Lane/south of Gloucester Avenue, but would still be our District Councillor. Cllr K Robinson would take on Oulton, Blundeston, Lound & Corton. Number of county councillors are being cut. May 2027 will have another election for the new council.

7.5t limit from Bridge Road up Gorleston Road, received price for feasibility study = £19,970. Cllr K Robinson is happy to authorise this, with Cllr E Backs support, but cannot guarantee that a new councillor would agree to continue to pursue it.

### District Councillors update from Cllr Andree Gee:

No response from Ben Woolnough (planning) or Mia Glass (enforcement office) regarding Laurel Farm and Longfield Path.

Received response re Gorleston Road. Clued application will be a legal procedure and will not go to a planning committee and will not be an officer decision. Chris Bing and his team will decide the outcome.

### Oulton Community Centre update:

Executive Committee meeting to be held on Saturday 21<sup>st</sup> March @ 10.30am. Invites to go out.

## 8. Planning

**To receive new planning applications and make comment:** None received

### To receive results and updates on outstanding applications:

- DC/25/4572/FUL - Approved
- DC/25/4967/CLE264 – Still awaiting decision. More evidence was provided by applicant to support application, although there is no supporting electoral roll or reinforcing utility bill in tenants' names, leaving gaps in the evidence. Clerk to issue email to planning and legal (Chris Bing) Cllr A Gee will also email concerns.
- Woods Meadow development Phase 6 off Hall Lane, Oulton, Laurel Farm – SCC RoW Team is satisfied. General boundaries of Land Registry is 1.9mtr on the ground. If you disagree with that, then a Practice Guide 40 Standard surveyor, should be obtained, as measurements can be made within 10mm.

## 9. Finance: Income & Expenditure as at 28<sup>th</sup> February 2026 received

### Payment Schedule

Payee	Value	Description
Oulton Community Centre	£33.75	Room Hire February 2026 – OCC2408
Clerk	£819.12	Salary February 2026
Unity Trust Bank	£6.00	Service Charge
R Morris	£104.99	Microsoft 365 Subscription Renewal
R Morris	£13.59	Wireless Keyboard & Mouse for Clerk
R Morris	£119.98	Norton Security Annual subscription
Graphic Solutions	£32.40	ID Cards
<b>Total</b>	<b>£1129.83</b>	

**To agree payment of invoices and other expenses:** Payments – Proposed by Cllr C Smith and second by Cllr D Ansdell - All approved.

**Income Received: £1000.00 for ESC for Charis scheme.**

**To Consider Grant Applications:** None

**10. To receive an update of the purchase of Assets using CIL money:** Mentioned in Clerks report.

**11. Update on lanyards –** Photos were sent to Riverside Vertas and a draft has been received. Advised them to proceed, but they now appear to have an issue releasing them. Graphic Solutions have now done the ID cards for us. Clerk has ordered lanyards and will distribute at next meeting.

**12. To discuss football on playing field –** For a football team to play at FA level, the Community Centre would need to provide changing and shower rooms, which we are ill afforded to do so. Funding could be sourced for it, but Cllr K Robinson, chairman of OCC has expressed playing football matches would take away from the community use.

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

Cllr T Knights provided SID camera results: -

Hall Lane – average daily traffic 330, average speed 34.9 mph. This has been reported to Michelle Deal, Community Support Officer.

Sands Lane Eastbound – average daily traffic 2221, average speed 31.2 mph.

Tony to potentially turn the SID camera the other way on Wood Lane

**14. To receive any items for inclusion on the next agenda (for information only) –**  
Nothing to add

**15. To confirm date of the next Parish Council meeting as Tuesday 14<sup>th</sup> April 2026, 7pm at Oulton Community Centre.**

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