

# Oulton Parish Council

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## Minutes of Parish Council Meeting held on Tuesday 13<sup>th</sup> January 2026 at 7.00pm in Oulton Community Centre

<b>Parish Councillors (6) present</b>	Jo Illingsworth (Chairperson), Peter Bryant, Faith Brown, Chris Smith, Veronica Toleman (Veroncia left the meeting after an hour) & Peter Waring,
<b>County Councillors</b>	Keith Robinson
<b>District Councillors</b>	
<b>Also in attendance</b>	N/A
<b>Members of the public</b>	2

**1. The Chair welcomed everyone to the meeting and to give a warm welcome to our new councillor Darren Ansdell.**

**2. To receive and approve apologies for absence:**

Cllr T Knights, Cllr P Collecott, Cllr E Back & Cllr A Gee.

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

Cllr Jo Illingsworth declared a non-pecuniary interest as Trustee of Oulton Community Centre.

**4. To approve minutes of the Parish Council meeting held on 2<sup>nd</sup> December 2025.**

Minutes were not agreed as need to specify last meeting was "annual". To amend and represent at next meeting.

Minutes from 18<sup>th</sup> November 2025 reissued and resigned, due to incorrect page numbering - Clerk to republish.

**5. Matters Arising**

New grant application form drafted by F Brown & P Waring. To be sent and reviewed by all councillors and agreed at next meeting.

Commemorative tree on Somerleyton Road. P Waring suggests we give it another season, to see if it revives, with some mulch and to purchase a metal frame to support. Frame will cost approximately £150.00. C Smith proposed, F Brown seconded, all agreement to purchase and put in situ.

One to One meeting with Clerk, date arranged for Wednesday 28<sup>th</sup> January @ 10am

Clerk to email Debi at Persimmon and ask for meeting asking clarification on intentions regarding Woods Meadow Country Park Drainage Infrastructure Improvement Works

## **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 public raised issue on application DC/25/4967/CLE 264 Gorleston Road. P Waring & K Robinson, advised them to issue their objections to Planning and to ask for supporting information since previous application was refused. This matter is also raised under planning, section 8.2

## **7 Reports from:**

### **Parish Clerk:**

- 7.1.1 To meet Anne, Bryn, Louise (Deputy Head), Cllr Keith Robinson, Jo (Highways), Chair, Chair & Oulton Broad Parish representatives, to meet in Sands Lane, to discuss road safety issues around Oulton Broad Primary School. Friday 23<sup>rd</sup> January 2026. Clerk to report back at our next Parish Council meeting.
- 7.1.2 Completed Contractor Consent Form from Suffolk Highways to allow MC Cleaning Company to clean village signs. Clerk & Chair have compiled a list of which ones need to be done. Clerk to send list to MC Cleaning for a quote.
- 7.1.3 Contacted Persimmon Homes, regarding a light out on Longfields path, Debi acknowledged, just waiting for a response from relevant department.
- 7.1.4 As discussed in previous meetings, a laptop for the Chair has been ordered from Northbridge Computers. Clerk to collect when ready. We need to source a projector and screen. Quotes to be presented and agreed at next meeting.
- 7.1.5 New lanyards/ID Cards. Riverside (Vertas) have asked for photos, logos and information. T Knights has kindly mocked one up. All to agree layout and provide Clerk with photos by w/e 23<sup>rd</sup> January.
- 7.1.6 To discuss moving banks, so we can have a bank card to make any purchases. Clerk to ask other Parish Council, which banks they use.
- 7.1.7 Discussed with the Chair, planters on Somerleyton Way. These need tidying up and replanting with new plants/flowers. It was suggested contacting Geoff at Pathways, asking for donations or to sponsor. In return we could advertise this on the planters.

### **Chairman's Report:**

- 7.2.1 Met with Paul Easter from ESSL regarding moving of bench and reinstalling on Brendon Close, with lending library. Will provide quote by w/e 23<sup>rd</sup> January. Clerk to present at next meeting.
- 7.3.1 Town Hall Talks with Lowestoft Town Council, has asked if this can be highlighted this. Clerk to add poster to Facebook page.
- 7.2.3 Clerk to look into changing our bank account.
- 7.2.4 Discuss grit bin with Debi at Persimmon Homes, regarding putting one on the Limes Estate.
- 7.2.5 Speak to Pathways Care Farm regarding purchasing of hedgehog houses (approx. 10 of them)

### **County Councillors update from Cllr Keith Robinson:**

- 7.3.1 7.5 tonne weight limit should receive a costing report by the end of the month. They are looking at feasibility studies, data and legalities.
- 7.3.2 Suffolk County Council & East Suffolk Council are coming to end from 1<sup>st</sup> April 2028. New council elections 6<sup>th</sup> May 2027, then winding down exercise. Would cancelling the elections release extra capacity to prepare for unitary? K Robinson believes yes, as it would ease things. Basic training of new councillor will take 3-4 months, so would potentially delay the start of the new Unitary council.

### **District Councillors update from Cllr Keith Robinson:**

7.4.1 As with County Council, waiting on election information.

### **Oulton Community Centre update:**

- 7.5.1 Entrance is owned by ESC, access is shared between OCC, Otium Centre and Plummer Dentist. Dentist not wanting to pay their share, but ESC will bill and chase debt if necessary. Waiting for assessment and price by end of the week. K Robinson to report back at next meeting.
- 7.5.2 Prices have gone up in the Community Centre. We will now be paying the affiliated rate of £13.50 an hour.

## **8 Planning**

### **To receive new planning applications and make comment:**

- 8.1 **DC/25/4572/FUL**, Two Storey Side Extension & Garden Kitchen / Outbuilding Retrospective - Boundary Fence to Rear and side of property, 2 Marsh View, Wood Lane, Oulton, Lowestoft, Suffolk NR32 5EB – **Clerk to send no objections to Planning.**
- 8.2 **DC/25/4967/CLE**, Certificate of Lawful Use (Existing) - The reason for the Certificate of Lawfulness is to get confirmation that the building to the rear of the garden of No. 264 Gorleston Road is a separate dwelling, and this could be separated in ownership from that of 264 Gorleston Road – **Clerk to email Katherine @ Planning to ask what information has been received since last time, which supports this new application. Follow up with phone call on Monday 26<sup>th</sup> January. State they have no neighbourhood consultees, which we believe would have been beneficial and why utilities/highways have not been consulted too.**

P Bryant received email from A Kemp, stating she's been informed that public consultation will take place on 2<sup>nd</sup> June 2026 in the library on Clapham Road. This regarding the objections she had on part of the bridleways, that had originally been agreed.

ESC Call for Sites ended on 9<sup>th</sup> January 2026. In due course a list of sites will be identified and brought forward for us to comment on. We can apply our current process and scoring system and send back.

**To receive results and updates on outstanding applications:** None received.

## **9 Finance: Income & Expenditure as at 31<sup>st</sup> December 2025 received**

### **Payment Schedule**

<b>Payee</b>	<b>Value</b>	<b>Description</b>
Oulton Community Centre	£26.25	Room Hire December 2025 – OCC2332
Clerk	£1097.88	Salary December 2025 & Backpay from 1 <sup>st</sup> April 2025
Norfolk Parish Training	£43.20	AGAR Assertion 10 - Clerk
Unity Trust	£6.00	Service Charge
<b>Total</b>	<b>£1173.33</b>	

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

**Income Received: £853.03 – VAT reclaim 2024/2025. £65.77 – Interest on CIL Account. £153.21 – Interest on Instant Access Account. Totalling £1072.01**

**To Consider Grant Applications:** None received.

**10. To receive an update of the purchase of Assets using CIL money:** None received, although we will discuss at a workshop on Tuesday 20<sup>th</sup> January and discuss at our next meeting.

**11. To Approve Budget Figures 2026/2027** - Proposed by Cllr F Brown and second by Cllr P Waring - All approved. Clerk to issue to ESC.

**12. To review and confirm Councillors roles & responsibilities:** Clerk to arrange a workshop with councillors to discuss and present at next meeting. Decided on Tuesday 20<sup>th</sup> January @ 7pm.

**13. To discuss weight limit of 7.5 tonne on Oulton Street:** - Discussed in County Councillor report 7.3.1. Still waiting on information.

**14. To discuss ideas regarding War Memorial/Armed Forces:** - To discuss at workshop on Tuesday 20<sup>th</sup> January workshop

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

Cllr T Knights provided SID camera results:-

Wood Lane Southbound – average daily traffic 241, average speed 30 mph. Sands Lane Eastbound – average daily traffic 2315, average speed 30.7 mph.

P Bryant stated dates of meeting are not on our website. **Clerk to put the on website.**

**16. To receive any items for inclusion on the next agenda (for information only) –** None received.

**17. To confirm date of the next Parish Council meeting as Tuesday 3<sup>rd</sup> February 2026, 7pm at Oulton Community Centre.**

**End** The meeting closed at 20.52 and everyone was thanked for attending.

