

## LEVINGTON AND STRATTON HALL PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING IN THE VILLAGE HALL HELD ON

Wednesday, 6<sup>th</sup> May 2026 7.15 pm

#### **Present:**

Cllr Chris Yeo (Chairman)  
Cllr A Wignall  
Cllr C Myhill  
Cllr S Adams  
Cllr N Downing  
Cllr D Dickerson  
Parish Clerk Angie Buggs  
Cllr Lee Reeves East Suffolk District Council  
Cllr Mike Ninnmey East Suffolk District Council  
3 members of the public

#### **District Councillors' Report**

Levington and Stratton Hall Parish will be within the boundaries of Ipswich and Southern Suffolk an area sometimes known as Greater Ipswich. This includes Felixstowe, Martlesham, Shotley and Hadleigh.

The East Suffolk Call for Sites sets out how the development of new homes will take place until at least 2044. This is the earliest stage of the Local Plan process and it purely helps ESC to know what land is available for consideration. A total of 503 sites were put forward across the whole district and these have now been mapped. The map can be viewed on ESC website. The published map displays the sites' location and the use proposed by the submitter (for example housing or employment). East Suffolk Council has not met the target of 900 houses to be built this year. It is anticipated that the new East Suffolk Local Plan will be adopted in 2029.

Central Government is changing its planning advice which will include more advice on objecting to or approving planning applications. There are a number of large planning applications likely to be put forward including Bloor in Foxhall.

Cllr S Adams commented that the Red House Farm land which had been approved for outline planning permission is now up for sale. Villagers hope to see a reduction in the number of properties to be built and be more in keeping with the village. Cllr M Ninnmey said it is hoped that council houses will be built and tenants will not have "the right to buy" option. The question was asked as to the timetable for the next stage of the East Suffolk Call for Sites. Cllr L Reeves stated that it is anticipated the next stage of consultation will be approximately September / October 2026.

#### **VILLAGE FORUM**

An opportunity for residents to give comments on any issues on the agenda. (As per standing orders max 15 minutes unless otherwise directed by the Chairman, a member of the public shall not speak for more than 3 minutes.)

No comments or questions were received.

### **30.26 TO ELECT A CHAIRMAN AND RECEIVE HIS/HER ACCEPTANCE OF OFFICE**

Cllr C Yeo (retiring Chairman) asked for nominations for the office of Chairman of the Parish Council. Cllr C Myhill proposed that Cllr C Yeo be elected as Chairman, seconded by Cllr A Wignall – all in favour. As there were no other nominations, Cllr C Yeo was duly elected for year 2026/2027 and signed the Acceptance of Office form countersigned by the Parish Clerk. **Action: Clerk**

### **31.26 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr J Parrish (holiday) East Suffolk Council.

### **32.26 CODE OF CONDUCT & DECLARATIONS OF INTEREST**

No declarations of interest were received.

### **33.26 TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE 2<sup>ND</sup> MARCH 2026**

The minutes of the Parish Council Meeting held on the 2<sup>nd</sup> March 2026, which had previously been circulated, were approved, and signed as a true record by Cllr C Yeo (Chairman).

### **34.26 MATTERS TO REPORT FROM THE LATEST MINUTES (not covered elsewhere on the agenda)**

#### **County Councillor's Report Cllr Patti Mulcahy Suffolk County Council**

Traffic Order – No further information received.

#### **Village Forum**

Progress on CPR Training – Nothing to report.

Update on repairs to Cannon – Cllr C Yeo reported that the Parish Council has received an acceptable estimate and the work will be carried out week commencing 11<sup>th</sup> May.

Progress with village tidy-up – Cllr N Downing reported that he had organised a tidy-up for Saturday, 16<sup>th</sup> May 2026 at 10 am. Neil requested that villagers let him know the areas to be covered.

### **21.26 TO DISCUSS CREATING A COMMUNITY HUB FROM MARCH 2026**

The Clerk reported that she has been unable to send the Enabling Forms to Cllr Lee Reeves East Suffolk District Council as the Parish Council's emails were being returned. Cllr Lee Reeves to investigate.

### **23.26 TO DISCUSS DELIVERY ISSUES REGARDING THE DEFIBRILLATOR ADULT PADS**

The outstanding delivery of adult pads has now been received and an additional set will be ordered on shortly. **Action: Clerk**

### **35.26 TO ELECT A VICE CHAIRMAN**

Cllr C Yeo asked for nominations for the office of Vice Chairman of the Parish Council. Cllr C Yeo reported that although Cllr J Parrish was on holiday he had indicated his willingness to be re-elected as Vice Chairman. Cllr C Yeo proposed that Cllr J Parrish be elected as Vice Chairman, seconded by Cllr N Downing – all in favour. As there were no other nominations, Cllr J Parrish was duly elected. **Action: Clerk**

### **36.26 TO ELECT COMMITTEES, OFFICERS, LEAD COUNCILLORS**

Cllr C Yeo stated that the list of committees, officers and lead councillors had previously been circulated to councillors.

<b>RESPONSIBILITY</b>	<b>LEAD COUNCILLOR(S)</b>
Chairman	Chris Yeo

Vice Chairman	John Parrish
Parish Clerk / RFO	Angie Buggs
Internal Auditor	Trevor Brown
External Auditors	PK Littlejohn
<b>SUB GROUPS</b>	
Planning Committee	Full Council (3 Quorum)
Finance and Advisory Group	Full Council (3 Quorum)
<b>PC REPRESENTATION</b>	
Church Field Warden	Derek Dickerson
Tree Warden	Neil Bixby
Public Transport	Marian Rose
Emergency Plan	Neil Downing
Newsletter Editor / Producer	Ann Wignall
Almshouses' Trustee	Sarah Adams
Village Beacon	John Parrish
Footpath Warden	John Parrish
Councillor for Road Safety	Full Council
<b>EXTERNAL ENGAGEMENT</b>	
Neighbourhood Watch	Sarah Adams
Port Liaison Meetings	Derek Dickerson / Chris Myhill
ASB / SNT Policy Tasking Meetings	Vacant
Nacton Primary School	Angie Buggs
Cross Boundary Group	Chris Yeo

Cllr C Yeo proposed, seconded Cllr N Downing that the list of appointees be accepted – all in favour.

**Action: Clerk**

### 37.26 FINANCE

#### a. Income

Precept (1<sup>st</sup> Half Year) £6,439.30

#### b. Expenditure

Mrs A J Buggs Salary & Expenses March/April £888.70

Seale Newsletters £112.00

SALC Subscription £171.13

John Parrish Speaker Cable £15.00

Helen Kingston-Ross Community Hub Refreshments £44.73

SALC Payroll £27.00

Village Hall Hire £200.00

Louise Overbury Dog Bags £11.92

Chris Yeo Sound System £188.49

Mrs A J Buggs Defib Pads £315.49

Cllr C Yeo proposed, seconded Cllr A Wignall that the above expenditure is approved – all in favour. **Action: Clerk**

#### c. Bank Balances

Current Account as at 31<sup>st</sup> March 2026 £7,255.59

Deposit Account as at 31<sup>st</sup> March 2026 £24,720.90

The Parish Council noted the balances as at the 31st March 2026, for both the Community Account and the Premium Account.

### **38.26 TO DISCUSS AND APPROVE THE ANNUAL ACCOUNTS 2025/2026**

The Clerk had previously distributed a copy of the year-end accounts to each councillor and presented the accounts for 2025/2026 to the meeting. It was proposed by Cllr C Yeo, seconded Cllr A Wignall that the year-end accounts 2025/2026 be accepted – all in favour. **Action: Clerk**

### **39.26 TO APPROVE AND SIGN THE AGAR PART 2 – 2025/2026**

#### **a. Section 1 Internal Control**

Section 1 Internal Control of the AGAR had been circulated prior to the meeting and the Chairman asked for any comments. Cllr C Yeo proposed that the Chairman sign Section 1 Internal Control on behalf of the Parish Council, seconded Cllr C Myhill – all in favour. **Action: Clerk**

#### **b. Section 2 Accounting Statement**

Section 2 Accounting Statement of the AGAR had been circulated prior to the meeting and the Chairman asked for any comments. Cllr C Yeo proposed that the Chairman sign Section 2 Accounting Statement on behalf of the Parish Council, seconded Cllr C Myhill – all in favour. **Action: Clerk**

#### **c. Certificate of Exemption**

Certificate of Exemption of the AGAR had been circulated prior to the meeting. The Clerk reported that to qualify for exemption of an external audit the Parish Council's income or expenditure for the year must be below £25,000. Cllr C Yeo proposed that the Chairman sign the Certificate of Exemption on behalf of the Parish Council, seconded Cllr C Myhill – all in favour. **Action: Clerk**

### **40.26 TO CONFIRM THAT THE PARISH COUNCIL CONTINUES TO MEET THE GENERAL POWER OF COMPETENCE FOR THE YEAR 2026/2027**

The conditions for eligibility are set out in the Statutory Instrument, Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. They are:

#### **Electoral Mandate**

At the time the resolution is passed, at least two thirds of the members of the council must hold office as a result of being declared elected. This means they should have stood for election, whether at an ordinary or by election, even if unopposed, rather than co-opted or appointed. If the two thirds number is not a whole number, then it must be rounded up. For example, if the total number of councillors is 8, then two thirds is approximately 5.3, then the number of councillors that must be elected is 6.

#### **Qualified Clerk**

At the time the resolution is passed the clerk must hold the certificate in local Council Administration, the Certificate of Higher Education in Local Policy, the Certificate of Higher Education in Local Council Administration or the first level of the foundation degree in Community Engagement and Governance (or successor qualifications) awarded by the University of Gloucestershire. The clerk must also have completed training in the exercise of this power as part of one of these qualifications or as separate

exercise. If the council loses its qualified clerk or has insufficient elected councillors, then it must record its ineligibility at the next 'relevant' annual meeting of the council (after the ordinary election). If it has already started an activity, it can finish that but not start anything new.

It was noted that the Parish Council continues to meet the General Power of Competence until the next Parish Council elections. **Action: Clerk**

#### **41.26 TO DISCUSS AND PLAN SECURITY IN LEVINGTON AND STRATTON HALL PARISHES**

The Chairman read out the report which had been submitted by Cllr J Parrish regarding the possibility of installing SIDs in the village.

Cllr J Parrish reported that he had spent some time with Eddie Lawrence from Brightwell, Foxhall & Purdis Farm Parish Council who had taken him around the SID sites with how to load and set each one. The three sites visited were all battery operated but Eddie had said that the Parish Council also have one powered by solar.

Eddie had explained that whilst SIDs helps to reduce some speeding motorists by informing them of the speeds they are doing, it will not prevent speeding. The biggest benefit SIDs brings to the Parish Council is the information they can gather about motorists passing through the villages. It will track number of vehicles, speeds they are doing, even outside the speed bands set. The benefit of this is the evidence it gives to enable the Parish Council to provide information to the Police.

I have contacted Westotec who work with Brightwell, Foxhall & Purdis Farm and they have supplied a wide range of literature regarding their products which has been distributed to all councillors.

If the Parish Council goes ahead with installing SIDs decisions will need to be made:

- Where to site each SID post.
- Do we invest in solar powered

There are also considerations, rules and permissions we need to comply with.

The approximate costs involved are about £3,000 to £3,500 per SID including posts. I would suggest we budget for three SIDs (in our Reserves), one per each entry to the village. However, given the potential siting issue up the hill in Church Lane, we could consider two speeds bumps. One at the top of the hill and another opposite Trickers Wood.

Following discussions, councillors agreed to ask Cllr J Parrish to continue exploring the costs involved and where SIDS might be sited. **Action: Cllr J Parrish / Clerk**

#### **42.26 TO DISCUSS PROGRESS OF ARRANGEMENTS FOR THE ANNUAL PARISH MEETING 2026**

The Clerk reported that arrangements were in place for the Annual Parish Meeting and an agenda had been placed on the notice board and the village website. The event has also been advertised in the latest edition of the Parish Magazine. The APM will start at 7 pm and the Clerk asked that any councillors who would be attending, if possible, to come early (possibly 6.15 pm) to help organising the room, equipment and food and drink. Cllr S Adams and Cllr J Parrish had both offered their apologies due to being on holiday. **Action: All Councillors / Clerk**

Organisations will be asked to submit a brief report on their activities for the previous year. **Action: Clerk / Village Organisations**

Cllr N Downing said that he would make a brief presentation on the revised Community Emergency Plan to make residents aware of the existence of the Plan. **Action: Cllr N Downing**

#### **43.26 PLANNING**

**a. General – Updated Planning List for March 2026**

The Parish Council noted the contents of the Planning List.

**AP/26/0027/REFUSE Lorry Park Planning Application DC/23/2930/OUT**

Land South of Felixstowe Road, Stratton Hall

Outline Application (Some Matters Reserved) - Construction of lorry park comprising 69 no. lorry parking spaces inclusive of ancillary office, driver's building, staff parking, landscaping and associated CCTV and lighting apparatus (with access and layout)

Cllr C Yeo stated that the village had been notified of the Appeal via the Levington WhatsApp Group. The Parish Council will be submitting additional information to the Planning Inspector including the Parish Council's submission to East Suffolk District Council Planning Committee, Suffolk County Council Highways comments and to draw their attention to the video taken at the Planning Committee meeting. **Action: Cllr C Yeo / Clerk**

#### **44.26 CORRESPONDENCE**

All relevant correspondence has been forwarded to councillors.

#### **45.26 REPORTS FROM COUNCILLORS**

**a. Church Field Warden**

Report from Cllr Derek Dickerson

Nothing to report.

**b. Trickers Wood**

Report from Cllr Ann Wignall

Unfortunately the piles of logs in Trickers Wood have been interfered with but it is believed this was children. **Action: All Councillors**

**c. Village Hall**

Report from Cllr John Parrish

Trial for a new amplification system has progressed. A decision has been made and we have purchased an amplifier/speaker and microphones. Chris and I installed two new wall speakers; these were wired into the existing system thus retaining the current loop system. Mics were tested resulting in no feedback. The new bookshelves have been sited and appear to be well received. I have purchased and fitted two more castors making both bookshelf more stable when moving. There were issues with hot water in the kitchen and the wall heater near the coat rack. I have sorted both and they are working as required.

**d. Sir Robert Hitcham's Almshouses**

Report from the Parish Council appointed trustee Cllr Sarah Adams

The work on the Almhouse's Roofs (Properties 1&2) has gone really well and the work on the roofs of Properties 3&4 will commence shortly. The roofing company has been respectful of the ladies living in the properties.

**e. Public Transport**

Report from Marian Rose

Nothing to report.

**f. Footpaths**

Report from Cllr John Parrish

The rail at the steps leading from the Ship up to the Foreshore at the end of the Boardwalk is still a hazard to any person elderly or reliant upon it for stability when going up and down the steps. The footpath sign is still propped up on entry to Levington Lagoon car park. No one has mentioned any issues regarding dog fouling thus "no change". I am sorry to see that someone has deliberately damaged the new fencing put up to protect the nesting birds down at the Creek. No pieces of fencing have also been removed. It has been reported to our Community Police Officer. Perhaps we can notify those who erected it of the damage done. The new Boardwalk down from Red House has been extended to cover the brook; this should benefit anyone walking across the water meadow. For information of residents, there is a tree across the coastal footpath between Levington and Nacton above the beach. A resident has expressed concern about the man-hole opposite the Village Hall. His worry is that there is erosion and subsidence and the Parish Council has been asked to notify either Suffolk County Council Highways or Anglian Water.

**g. Port Liaison Group**

Report by Cllr Derek Dickerson/Cllr Chris Myhill

The last Port Liaison Group minutes have still not been circulated so no report could be submitted.

**h. Police / SNT / ASB**

The Clerk reported that Pc Arlene Ell and her colleagues are holding a Pop up Police Surgery on Saturday, 6<sup>th</sup> June 10-12 on the Village Green adjacent to the Purdis Notice Board opposite the Sainsbury's Garage in Murrills Road Purdis Farm. If any residents would like to attend please go along. It was agreed that the event should be advertised in the Parish Magazine and on the WhatsApp Group. **Action: Clerk / Cllr A Wignall / Cllr C Yeo**

**i. ESPA**

Report from Cllr Neil Downing

Nothing to report

**46.26 DATE OF NEXT MEETING**

**Annual Parish Meeting Monday, 18<sup>th</sup> May 2026**

**Parish Council Meeting Monday, 29<sup>th</sup> June 2026**

**The Chairman closed the meeting at 8.20 pm.**

**VILLAGE FORUM** (Opportunity to raise issues not necessarily on this agenda)

A resident requested that all councillors and the Clerk use the new microphones during a Parish Council Meeting. **Action: All councillors / Clerk**

Signed..... Date .....

Angie Buggs  
Clerk to Levington and Stratton Hall Parish Council