

**Minutes of Playford's Annual Parish Council Meeting held at
Playford Parish Hall on Wednesday 6th May 2026**

Present: Ben Evans –Chairman
Joan Metcalfe– Vice Chair
Steve Hicks – Councillor
Lynne Dawes – Councillor
Eileen Stennett – Councillor
Lee Knighting – Councillor
District Councillor Colin Hedgley

In attendance:

Wendy Cook - Clerk

Also present:

1 members of the public for all or part of the meeting

1. Welcome and Introduction:

The meeting started at 7.30pm

2. Election of Chairman

It was **RESOLVED:**

- That Cllr B Evans be elected as Chairman of the Parish Council

3. Declaration of Acceptance of Office

Cllr B Evan Signed the Declaration of Office of Chairman

4. Election of Vice Chair

It was **RESOLVED:**

- That Cllr Metcalfe be elected as Vice Chair of the Parish Council

5. Apologies for Absence:

none

6. Declarations of Members' Interests in any items on this Agenda

none

7. Appointment of Officers

It was **RESOLVED:**

- That the following officers be appointed:
 - ✧ Village Hall Rep - Cllr J Metcalfe
 - ✧ Footpath Warden – Cllr S Hicks
 - ✧ Tree Warden – Elinor Wombwell
 - ✧ Internal Auditor – Colin Grimwood

8. Public Participation Session

No comments were made

Signed.....

9. Minutes of Meetings held on 4th March 2026

It was **RESOLVED**:

- To approve the minutes as drafted

Action Points Review

- ✧ **C324 – Traffic Priorities and drainage** – Works look to have commenced.
- ✧ **Drainage Ditch beside Village Hall** – It was agreed that Cllr B Evans and Councillor L Knighting would make a start on the coordination of the ditch clearing, and seek approval for the placement of the spoil from the ditch.
- ✧ **Water running down Church Lane – Following on from the Clerk’s correspondence with Suffolk Highways**, who responded by stating “they have visited the location of the Clerk’s report and assessed against Suffolk County Council’s Highway Maintenance Operational Plan (HMOP) and unfortunately at this time they are unable to take further action as this does not meet their intervention criteria. They will, however, continue to monitor the location as part of their routine inspections.” The Clerk raised this issue with Cllr Bryce as highways answer was not satisfactory. The Parish Council await an update from County Cllr Bryce.
- ✧ **Drainage issues FP20 near Alder Car** – Following the Clerk reporting this to Suffolk Highways. The Rights of Way Officer has spoken to the land owner to improve the conditions. The Clerk has been informed that any work required will be completed however ESC have said that it may take time to complete.
- ✧ **Over grown footpath between Church Land & Spring Meadow** – Cllr Bryce is aware of the issue with this footpath. The Parish Council has identified that the broken fence belongs to the neighbouring property and the Clerk will contact them to arrange removal

10. Local District and County Councillor Reports

District Councillor Colin Hedgley had nothing to add to his previous report given at the Annual Parish Meeting. A copy of this can be found at www.playfordparish.gov.uk

11. Planning

11.1 Applications

None Received

11.2 Other Planning Updates

DC/25/3410/FUL Hakewell House, Playford Mount, Playford, IP13 6PH Alterations to existing house and conversion of existing outbuilding to an annexe - Pending Decision

DC/25/3338/LBC Hakewell House, Playford Mount, Playford, IP13 6PH Listed Building Consent - Alterations to existing house and conversion of existing outbuilding to an annexe - Pending Decision

DC/26/0216/FUL, Roots, Church Lane, Playford, IP6 9DS, Demolition of existing Garage, new pitch roof over plant room, new pitched roofs over study/utility, window widened and cill raised to suit new pitched roof. Small window removed and construction of detached cartlodge. – Application permitted

Signed.....

12. Finance

12.1 Adoption of Accounts for 2025/26

It was **RESOLVED**:

- To approve the accounts as drafted

12.2 AGAR

The Accounts for 2025/2026 had been circulated. The internal auditor had completed the return with no issues arising. It was noted, that due to the Council's low income and expenditure it is exempt from external audit and will file the required exemption certificate.

It was **RESOLVED**:

- To approve the Accounts and the Accounting Statements for 2025/26 contained in the Form 2 of the AGAR

12.2.1 Signing of the Annual Governance Statement 2025/26

The Annual Governance statement was signed by both the Chair and the Clerk/RFO

12.2.2 Signing the Statement of Accounts

The Statements of Accounts was signed by the Chair and the Clerk/RFO

12.2.3 Signing Exemption from External Audit Certificate 2025/26

The External Audit Certificate 2025/26 was signed by the Chair and the Clerk/RFO

12.3 Renewal of Annual Insurance

It was **RESOLVED**:

- To accept the renewal quotation from Zurich of £372.26

12.4 Authorisation of donation for Internal Audit

It was **RESOLVED**:

- To donate £50 for the internal audit

12.5 Authorisation of donation for Fynn Lark News

It was **RESOLVED**:

- To donate £200 to the Fynn Lark News under LGA S.137

12.6 Income and Expenditure

Reporting & authorisation of cheques/online payments since last meeting:

Already paid:

Date/Chq no.	Payable to	Reason for payment	Amount £
22.03.26	W Cook	Clerk – March Salary	agreed in budget
22.04.26	W Cook	Clerk – April Salary	agreed in budget
21.04.26	SALC	Membership	£161.44

It was **RESOLVED**:

- That the following expenditure be incurred

Signed.....

To be Paid:

Due	W.Cook	Expenses - Refreshments	£44.39
Due	W Cook	Expenses	£24.34+ £4.86vat

Credits received since last meeting:

- East Suffolk Council – Precept - £6250

<u>Bank balances:</u>	Current a/c	£7203.11
	Bus Premium	£7683.04

13. Highways**13.1 C324 Traffic Priority problems/new road signs**

See Action log

13.2 Footpaths

Nothing to report

13.3 SID

Cllr L Knighting reported that he is checking the SID every three weeks and changing the battery. There is still an issue with downloading the data however a solution is being worked on to get this resolved.

14. ESC Community Partnership

Cllr E Stennett said there was nothing to report

15. Box for Sports Equipment

Cllr Knighting is still looking at suitable boxes and costing and is working with the clerk to complete the application for funding.

16. Suspected Criminal Activity

The Clerk has spoken to the Community Policing Team and they have now started to include Playford in their evening patrols and the Drug Prevention Team has also been informed and are aware of possible suspected drug use in the village.

17. Neighbourhood Watch

Cllr Dawes presented information and costs for becoming part of Neighbourhood Watch scheme. Following a brief discussion.

It was **RESOLVED:**

- The Parish Council considered the proposal to be beneficial and indicated that it would support participation in the scheme should residents wish to join and submit an application. However, the Parish Council would not be in a position to coordinate or administer the scheme directly.

Signed.....

18. PC Vacancies

The Parish Council has been approached by a resident who wishes to join the Parish Council. Following a brief discussion.

It was **RESOLVED**:

- To co-opt the resident onto the Parish Council at the meeting in July 2026

19. Correspondence

None received

20. Items for next agenda

Nothing to add

21. Date of next meeting:

The next meeting will be on Wednesday 1st July 2026 at 7pm

There being no further business to discuss the meeting closed at 8.04pm

Signed.....

