

MINUTES of the ANNUAL MEETING of LEAVENHEATH PARISH COUNCIL held on Wednesday 26th May 2026 at 8.30 p.m. at Leavenheath Village Hall.

PRESENT: Cllrs C Morgan, J Evans, C Davy, P King, and S Whitelaw. County Cllr P Faircloth-Mutton and D Hattrell (Clerk). No Video link was provided.

ELECTION OF CHAIR:

Cllr Clare Morgan elected Chair for the coming year. The Declaration of Acceptance of Office was signed.

ELECTION OF VICE CHAIR:

Cllr Jeremy Evans was elected Vice Chair for the coming year.

PUBLIC FORUM: No members of public were present, Cllr L Parker and all residents left following the Annual Parish Meeting.

APOLOGIES: There were no apologies, however, the Parish Council regrettably received a resignation from Cllr Tina Taylor. It was agreed to write to Tina thanking her for all her support to the Village as Parish Councillor.

Our former County Cllr James Finch had sent his apologies.

DECLARATION OF INTEREST: Nothing was declared.

APPROVAL OF MINUTES OF 4th MARCH 2026: These were accepted as a true record.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

ANY URGENT UPDATES - Normal business and appointment of representatives was deferred until next Meeting.

FINANCE: The Bank Balances as of 29th April 2026 were **£15,765.23 in the Community Account and **£30,300.37** in the Rate Reward Account making a total of **£46,065.60**. This included Income of **£11,528**, first instalment of Precept and Parish CIL Income of **£52.50**.**

The following pre-agreed payments were made: -

Cheque No.	Amount	Payee	Details
<u>At 1st May</u>			
Funds Transfer	971.51	Moser Ground care	VG Maintenance
Funds Transfer	1085.87	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	586.75	Clear Ins Mgmt Ltd	PC Insurance
Funds Transfer	550.32	SALC	Subscription
Funds Transfer	300.00	Bowman & Son	VG Maintenance
Funds Transfer	120.00	Pear Space/Suffolk Cloud	Web hosting
Funds Transfer	32.00	Leavenheath VH	hall hire

At 1st April

Funds Transfer	679.20	Moser Ground care	VG Maintenance
Funds Transfer	1142.10	Clerk/HMRC/SCC	Staffing costs
Funds Transfer	489.60	Scribe Accounting	Annual charge
Funds Transfer	260.46	Suffolk County Council	Street Lighting

Additionally, since last meeting, the agreed start-up grant of £5608.67 has been paid to Leavenheath Events CIC, allowing them to move to independent management. This included the £5000 grant together with registration, insurance and accounting software. This payment was made just before the financial year end.

Annual Governance and Accountability Return for 2025-26

The AGAR for 1st April 2025 to 31st March 2026 was approved and signed. This was proposed by the Chair, seconded by Cllr J Evans and unanimously carried.

Internal Audit Engagement Letter approval of terms

The Internal Audit engagement terms were approved.

The Community Infrastructure Levy CIL return for approval 2025 - 2026 yr

The CIL return for 2025-26 was approved.

Any Other Urgent financial matters

It was noted a grant request may be received from the Village Hall. The bottle banks are to be removed as glass collection will now happen from households. The VH Committee are considering putting up a noticeboard where the bottle banks were located. Members were happy to consider contributing which will need to be included as a future Agenda item when the Village Hall Committee have progressed their enquiries.

REPORTS AND QUESTIONS FROM CHAIR AND MEMBERS:

It was agreed to list items raised at the Annual Parish Meeting on our next PC Agenda – **Action Clerk**. Cllr C Davy, Footpath Warden, was able to send a pdf to the Clerk of the Footpath Report just following the meeting *this is now with the reports for the Annual Parish Meeting 2026. It was agreed to redistribute the Advertising Policy – **Action Clerk**. The Chair agreed to follow up the calls for a newsletter in place of LSPN – **Action Chair**. County Cllr Philip Faircloth-Mutton passed contact details to the Clerk for Box River News. There was general discussion about the need to take on more in the Parish with the help of volunteers.

The next meeting is on 1st July 2026.

The meeting closed at 9.20 p.m.

Planning Meeting on 26th May 2026

The following Applications have been Decided by the Planning Authority: -

- 1) **Hunters Lodge, Stoke Road, Leavenheath - DC/25/04995**
Planning Permission was granted to alter and extend the property.
- 2) **Hare Cottage, Harrow Street, Leavenheath - DC/26/00934.**
Discharge of Conditions were approved for cycle storage and parking.
- 3) **Oak Cottage, Breach Grove, Leavenheath - DC/26/01117**
Consent was granted for work to trees covered by TPO's. The PC had investigated between meetings and had No Objections providing any conditions imposed by the Planning Authority were strictly followed.
- 4) **Thomsons Farm, Cock Street, Leavenheath - DC/26/00675/676**
Planning Permission and Listed Building was granted for solar panels. The PC had No Objections providing the Heritage Team were content.
- 5) **30 Edies Lane, Leavenheath - DC/26/00213**
Planning Permission for new self-build dwelling was granted subject to conditions. The PC had continued to object for the reasons already stated.

The following Planning Applications were discussed: -

- A) **Thomsons Farm, Cock Str - Listed B/ Application for external restoration - DC/26/00569.**
The PC had **No Objections** between meetings.
- B) The other applications considered between meetings are noted above under the Planning Authority Decisions.
- C) Any other urgent Planning Matters - The Neighbourhood Plan was discussed, and the Chair confirmed the Chair of the Leavenheath NP Committee, Cllrs Morgan and Evans and another member of the NP Committee are monitoring the situation regarding developments in this area and will advise the PC as matters evolve.