



ASHFIELD-CUM-THORPE PARISH COUNCIL

All Councillors are reminded of their obligations under the Code of Conduct Regulations.

Minutes of the Meeting held on Wednesday 10th June 2026 at the Community Hall

Attendance Robert Grimsey (RG) - Chair Simon Garrett (SG) Monica Brown (MB)
 Lindsay Pearson (LP) Tom Luxmoore (TL)
 Sarah Clare (Clerk)

Public present at the meeting: 1

ACTPC 26-03-01 Apologies for Absence

Chris Sharpe (CS) had sent his apologies due to personal commitments. The Council accepted.

ACTPC 26-03-02 Public Forum

TL offered some background on the planning application, as the applicant. Last November a planning application had been put in and an officer from the District Council had visited the site. A few conditions were applied relating to heritage and ecology, but on the day of the decision a query was raised about the boundary line and whether the area was agricultural land and not garden. There has been some frustration that the process had gone so far before this issue was raised, especially as officers had attended the site, but following a review the planning department had suggested that either a lawful development certificate is applied for, or a full householder application for change of use. TL stated that the person who had farmed the land and maintained the garden has signed a statement saying it has been the garden of the farmhouse for a number of years, well in excess of the minimum ten years required for automatic change of use to be applied. Councillors sympathised with the frustration and SG confirmed that he had checked Google Earth and it showed the land in use as a garden in the early 2000's.

ACTPC 26-03-03 Declaration of Interests

TL declared interest in ACTPC 26-03-06 a) i) being the applicant.

ACTPC 26-03-04 Minutes of previous meetings

The Minutes of the meeting held on Wednesday 13th May 2026 as a true and accurate record, were proposed by TL, seconded by MB all voted in favour, SG abstained and **IT WAS SO RESOLVED**. The Minutes were signed by the Chair and the Clerk

ACTPC 26-03-05 Matters Arising and Action Points from the May Minutes

1. Contact contractor/landowner to ask for assistance in mitigating the problems caused by the unpleasant smell. ONGOING
2. Forward full dialogue with Environmental Health from last year's 'great stink' issue to TD. DISCHARGED
3. Investigate reinstatement of footpath. ONGOING
4. Meet with MHi about drainage in Low Road. ONGOING
5. Contact MHi to seek help with costs for signage to improve pedestrian safety. ONGOING
6. Seek clarification from SCC Highways about whether replacing the 30mph signs should be routine maintenance. ONGOING
7. Circulate email to village asking for volunteers to come forward to help form a working party to write an Emergency Plan. DISCHARGED and to be discussed later in meeting.

Signed S. Clare (Clerk) Signed R. Grimsey (Chair)

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8. Circulate email to village asking for ideas to be put forward for CIL money projects. ONGOING
9. Publish adopted and re-adopted policies, standing orders and financial regulations on the website. ONGOING
10. Submit Exemption from External Audit certificate and publish on website. DISCHARGED
11. Publish AGAR information on website. DISCHARGED
12. Submit and publish CIL Statement. DISCHARGED
13. Submit agreed changes to bank mandate. DISCHARGED
14. Complete virement of CIL monies as agreed. DISCHARGED
15. To distribute payments as approved at the July meeting. DISCHARGED

ACTPC 26-03-06 Planning

- a) To consider planning applications that had been submitted since the last meeting:
 - i) DC//26/02196 – Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990 (as amended) - Retention of use Land as residential garden land - The Land in question in this application has been garden for at least several decades. Evidence includes a statement by the person who maintained the garden for 25 plus years and photographic evidence of land use from Google Earth over the last 26 years. This clearly shows the pond and trees and boundary of the garden at Grove Farmhouse. Location: Land To South East Of, Grove Farmhouse, Grove Lane, Ashfield-cum-Thorpe

Councillors had all studied the application in advance of the meeting. After discussion it was decided to **SUPPORT** the application, based on the following:

- It is local knowledge that the land has been used as a private garden for the property for well over 30 years. Additional objective evidence provided by Google Earth shows the land being used as a garden for the last 26 years. It is without question non-agricultural land.

SG proposed, MB seconded, 2 voted in favour, 1 left the meeting for the duration of this item and abstained due to declared interest and **IT WAS SO RESOLVED**

- b) To consider any planning applications that have been submitted since agenda was published: None
- c) Updates and outcomes on previous planning applications: None

ACTPC 25-04-07 Parish Council Activities

- a) To consider co-option to fill vacancies on Council – RG asked if anyone present wished to be considered for co-option to the Council. Nobody came forward. RG noted that there had been interest from a resident who had been invited to the next meeting.
- b) Update on Emergency Plan Working Party Volunteers and next steps - Following circulation of another, more detailed, email about setting up an Emergency Plan, several volunteers had come forward. LP offered to head up an initial meeting of the group to start looking at filling in the template provided by the Suffolk Resilience Foundation.

ACTPC 26-03-08 Finance

- a) To review the Financial Statement as supplied by the Clerk – The Clerk had previously circulated the Financial Statement. There were no queries. RG proposed acceptance, TL seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.
- b) Ratification of changes to Clerk's salary band and hours, as per May minutes – As noted in the May 2026 minutes the Internal Auditor had raised some concerns with the Clerk about the salary band. As a result, the Clerk had put forward a proposal to move to Band 12 and to increase the hours to 4 per week, including back dating to April 2026 and then revisiting the band level again during the budget process for 27/28

Signed S. Clare (Clerk) Signed R. Grimsey (Chair)

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financial year. RG proposed that the Council agree to these changes, MB seconded, all voted in favour and **IT WAS SO RESOLVED.**

- c) To agree payments as detailed on the Payment Schedule
RG proposed authorisation, TL seconded and **IT WAS SO RESOLVED.**

ACTPC – 26-03-09 Urgent Matters to be brought to the attention of the Council

- a) Items for next agenda:
- Potential CIL Projects
 - Overgrown hedges in the village

Items for the July Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 29th June at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

There being no further business requiring the attention of the Parish Council, the meeting was closed at 8.25pm. The next meeting is set for **Wednesday 8th July 2026** at 7.30 pm in the Community Hall.

Sarah Clare
Parish Clerk

Robert Grimsey
Chair