

Ubbeston Parish Council.

Minutes of the Ordinary meeting of Ubbeston Parish Council held on Monday 9<sup>th</sup> March 2026 at 7pm at The Hub in Huntingfield.

Councillors attending: Cllr Carl Walker (Chair), Cllr Allan Pike, Cllr Lynne Ward, Cllr Nigel Youngs, Cllr J Pike.

Also attending: Angela Colbridge Clerk & RFO, SCC Cllr Burroughes

26.22 Apologies and approval of absences. ESC Cllr Ewart.

26.23 To receive Declarations of interest. None

26.24 To consider requests for Dispensations. None

26.25 To resolve that the minutes of the Ordinary meeting of the council on 12<sup>th</sup> January 2026 are a true and correct record. Minutes agreed and signed as correct. Proposed by Cllr Ward, Seconded by Cllr J Pike.

26.26 Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports and any updates from the Police.UK website for Ubbeston

The most recent reports received from County Cllr Stephen Burroughes and District Cllr Julia Ewart can be seen on the Parish Council website.

Cllr Burroughes noted the following: The budget was approved in February with a total spend of £865 million. Demand pressures within acute services are expected to add to the Council's costs next year. Council tax will be increased by the maximum permitted amount of 4.9%; Elections are confirmed for 7 May. Ubbeston parish council will fall under the new boundary arrangements, becoming part of the Halesworth division; A decision on local government reorganisation, and whether the county will move to one unitary authority or three, is expected by the end of March; Cllr Burroughes announced that this would be his final meeting with us, as the pre-election moratorium period begins on 27 March, covering the six weeks leading up to polling day; Highways are seeking additional powers to support moving traffic during works, including the ability to relocate vehicles that have not been moved after notice is given; The County Council has adopted a new 20mph policy which will be introduced into towns and larger parishes, it is unlikely to affect Ubbeston.

Members expressed their sadness at losing Cllr Burroughes as their County Councillor, offered their sincere thanks for his long service to Ubbeston, and wished him well for the future.

The Clerk noted the following reported crimes from the Police.UK website for Ubbeston for the month of December 2025: Two x reported crimes on or near Clay Hill under the categories of Public Order and Violence and Sexual Offences; One x reported crime on or near Low Road under the category of Burglary. For the month of January 2026: one x reported crime on or near Clay Hill under the category of Other Theft.

26.27 Updates from previous meeting:

The Clerk noted that, in their role as Designated Safeguarding Lead, they have completed the relevant training provided by Community Action Suffolk.

26.28 Finance

a. To receive Finance report.

i. **Bank Reconciliation March 2026. Approved.** The Clerk noted a balance in the bank account as of 4th March 2026 of £8366.92

ii. **Budget to Actual. Overall** within budget. The Clerk explained any differences.

**To authorise payments as listed below:**

iii. A Colbridge	Expenses	£40.96
iv. The Hub Huntingfield	March meeting fees	£15.00
v. IT Services at CAS	Gov.uk domain and email	£54.50

All payments agreed. Proposed by Cllr A Pike, Seconded by Cllr J Pike.

b. To note any receipt. None.

26.29 To consider any Planning Applications.

a. To consider a response to planning applications received.

i) **DC/26/0331/FUL** Conversion of 2no. agricultural barns to residential accommodation. Demolition of low-quality later addition to curtilage listed barn. Addition of covered storm porch to the listed dwelling. Erection of a garden store, housing a dedicated bat loft and associated landscaping scheme, including swimming pool. Green Valley Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Consultation letter expiry date 18<sup>th</sup> March 2026.** No objections. Proposed by Cllr Walker, seconded by Cllr Youngs.

ii) **DC/26/0332/LBC** Conversion of 2no. agricultural barns to residential use (gym and bar/games area). Demolition of low-quality later addition to curtilage listed barn. Addition of covered storm porch to the listed

dwelling. Erection of a garden store, housing a dedicated bat loft and associated landscaping scheme, including swimming pool. Green Valley Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Consultation letter expiry date 18<sup>th</sup> March 2026.** No objections. Proposed by Cllr Walker, seconded by Cllr Youngs

iii) **DC/26/0464/FUL.** Creation of a tennis court. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. **Consultation letter expiry date 11<sup>th</sup> March 2026.** No objections. Proposed by Cllr Walker, seconded by Cllr A Pike.

iv) **DC/26/0790/FUL** Construction of an Annexe. Waterways, Huntingfield Road, Ubbeston, Halesworth, Suffolk, IP19 0ES. **Consultation letter expiry date 27<sup>th</sup> March 2026.** No objections. Proposed by Cllr Ward, seconded by Cllr J Pike.

**b. To receive outcomes of planning applications from ESC.**

i) **DC/25/2746/VOC** Variation of Condition No. 7 of DC/24/4213/FUL - Part retrospective application for the reconstruction of 4no. former agricultural buildings for use to a single guest house (Use Class C1), including associated leisure and recreation uses at Valley Farm, Laundry Lane, Huntingfield, Suffolk, IP19 0PY (Variation to that approved within application DC/22/2572/FUL) -To utilise an existing access further west along Brick Kiln Lane. **Awaiting Decision.**

ii) **DC/25/3256/FUL** Change of use of existing agricultural field to rotational dog agility training arena with associated vehicular parking. Blackberry Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Awaiting Decision.**

iii) **DC/25/4040/VOC** Variation of Condition Nos. 2 and 3 of DC/25/3024/VOC – Variation of Condition Nos. 2 and 3 of DC/24/1374/FUL – Amend the roof tiles and ventilation details. Ubbeston Hall Farmhouse, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. **Application Permitted.**

iv) **DC/25/4160/VOC** Variation of Conditions Nos. 2 and 3 of DC/25/3008/VOC – Variation of Condition No's 2 and 3 of DC/24/1375/LBC – Listed Building Consent – Alterations to Ubbeston Hall Farmhouse including removal and rebuilding of modern outshots, replacement of existing windows and doors and internal alterations – To amend the roof tiles and ventilation details. Ubbeston Hall Farmhouse, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. **Application Permitted.**

vi) **DC/25/4833/FUL** Addition of external spiral staircase to main dwelling in order to access loft. Waterways, Huntingfield Road, Ubbeston, Halesworth, Suffolk, IP19 0ES. **Awaiting Decision.**

A query was raised regarding a new structure that has appeared near the new bridge located on the Wilderness estate, and which planning application it relates to. It was agreed that the Clerk would write to East Suffolk Council to seek clarification.

**26.30 To consider correspondence.**

- a. **East Suffolk Council.** The Clerk noted confirmation from ESC of safe receipt of the precept request 2026/2027
- b. **Suffok Parishes Road Safety Group.** The Clerk informed councillors of an invitation from the Suffolk Parishes Road Safety Group to connect with other parish and town councils over road safety issues. It was agreed that this may be beneficial when considering future road safety measures, and the parish council would join the group. Proposed by Cllr Youngs, seconded by Cllr A Pike.
- c. **Heveningham resident. Footpaths.** It was noted that concerns had been raised regarding churned-up verges in the area, and the council acknowledged the inconvenience this may cause for some residents. The issue was discussed and it was noted that the situation should begin to improve naturally as the weather becomes drier. The council will keep the matter under review.

**26.31 To review the Risk Assessment.** Councillors agreed the revised Risk Assessment. Proposed by Cllr Ward, seconded by Cllr Youngs.

**26.32 To review the Asset Register.** The Clerk confirmed that the old laptop would be retained as a backup device. Councillors agreed the revised Asset Register. Proposed by Cllr Walker, seconded by Cllr A Pike.

**26.33 To approve and adopt a Parish Council Publications Scheme.** A Publication Scheme has been circulated for consideration. This was approved and adopted. Proposed by Cllr Ward, seconded by Cllr J Pike.

**26.34 To review the Internal Control.** The Internal Control was undertaken by the Council and found to be in order, proposed by Cllr Walker, seconded by Cllr Ward. The Chair signed to this effect.

**26.35 Gov.uk domain.** The gov.uk domain is now live and the new email address for the parish council clerk is active. The details, which will be circulated, are as follows:

**Email address:** clerk@ubbestonparishcouncil.gov.uk

**Website address:** ubbestonparishcouncil.gov.uk

**26.36 Speed Indicator Device.** Councillors agreed between meetings that the fault identified with the SID would be fixed, rather than purchasing a new device. Payment of costs of £1140 to Westcotec were agreed by councillors. Proposed by Cllr Ward, seconded by Cllr Youngs. The Clerk will raise a cheque.

**26.37 Village Emergency Plan.** The clerk has circulated an updated draft Community Emergency Plan for consideration. This will be considered at the next meeting of the parish council.

**26.38 To consider excluding the public and press.**

To consider excluding the public and press for the next item as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies {Admission to Meetings Act} 1960).

**26.39 To review the clerk's performance and salary.** The Council are satisfied with the Clerk's work and agree the NALC increase in salary for SCP 20 backdated to 1st April 2025. Proposed by Cllr Walker, seconded by Cllr J Pike.

**26.40 Any Other Business.**

Cllr Youngs noted work on cleaning the village gateway sign has begun. Thanks were offered to Cllr Youngs for his efforts.

**26.41 Items for consideration for inclusion on the next agenda. None.**

**26.42 Date of the next meeting to be 11<sup>th</sup> May 2026 at 7pm in The Hub at Huntingfield to include the APM and the AGM. Meeting closed 8:26 pm.**

Minutes signed as correct.

Chair \_\_\_\_\_ Date \_\_\_\_\_

Angela Colbridge Angela Colbridge 10/03/2026  
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