MINUTES OF
ALDERTON PARISH COUNCIL
MEETING

Held in Alderton Village Hall on Monday 20th July at 18:00

Present: Chair Annie Jessup (AJ) Vice Chair Alan Austin (AA)

Councillors: Joanne Butler (JB), Chris Green (CG), Jeff Hayward (JH), Mal Ward (MW)

Parish Clerk: Sue McCormack (SM)

Members of Public: None

	Item	Action
1	Apologies for absences: Bob Loughlin	
2	Declaration of Interest: None	
3	To consider requests for dispensations: None	
4	The minutes of the meeting of the council held on 29th June 2026 were agreed as a true and correct record.	
5	Public participation session (15 minutes): No public present	
6	Matters arising: The fire service now hold the key safe code for the Village Hall. The alternative funding proposal for the bowls club is not required 'Missing' marquee found Emergency planning questionnaire (from previous meeting): nothing heard. BL to follow up Replacement laptop has been identified. JH will order and purchase using bank card	BL SM to send details to JH
7	Clerk report: Village Voices have been asked to update contact details; clerk will take over uploading meeting agendas and minutes to the website; parish council are required to select a wreath- Style C proposed by MW, seconded by JH. Chair report: All councillors are encouraged to respond to the East Suffolk plan before the 29th July deadline	
8	Finance report: JH shared receipts to end June 26 and purchases and receipts for 2025/26 (attached). Year end reports have been submitted to the auditor. Certificate of exemption signed by AJ and SM. Bank account balance shared and requires verification against bank statement at next meeting Responsible Finance Officer role will transfer to the clerk in August 2026.	JH to provide bank statement for bank account reconciliation

9	Flagship valuers are to provide the cost to purchase the grass track from Mill Hoo to the Beach Lane. A discussion ensued about the ownership of the allotments. Some of the land on which the allotments stand belongs to a trust which permits the Parish Council to occupy it for the time being without payment, and the rest to Flagship housing association which permits the Parish Council to occupy it similarly. This will be taken account when the allotment agreement is reworded (see 10 below). **Defer to next meeting**	
10	The allotment agreement will be reworded and will include 'fails to cultivate allotment' to point 22 and brought to a future meeting for approval. It was noted that the parish council do not have the authority to allow vehicles onto Beach Lane as this land is privately owned by the residents.	AJ to rewrite
11	Changes to hire agreement discussed and agreed: Align cost to hire pavilion and village hall. Increase to £15 for 1st hour, then £5 per hour thereafter. Remove deposit Request bank details in lieu of a deposit Specify that a charity event is one where money raised is being donated to a charitable cause. In addition to utilities, charity events will need to cover cleaning costs Marquee hire is no longer permitted	AJ/SM to rewrite
12	The correct and proper process is required to fill the vacancy. **Defer to next meeting**	SM to write a report on filling a vacancy
13	Planning applications: DC/26/2224/FUL Proposed rear single storey extension 40 Watson Way Objected as no means of carrying out the work without blocking the public right of way (Beach Lane which is a footpath) has been proposed. Proposer AJ, seconder JB DC/26/1338/FUL Replace external render with new external insulation 15 Beach Lane Supported	
14	CG reported that the fete was a brilliant success. Comments have been received in an email that will be considered at a future meeting. Total taken £5025.93. Net profit after expenses £3546.67	
15	Parish Council needs to comply with the Standing Orders. These are due for updating. AJ requested any changes to be sent in writing before the next meeting	SM resend to all
16	Signs for recreation ground to include H&S and dog mess. Dog mess bag station discussed. Wording of signs for rec and VH required **Defer to next meeting**	SM to seek suggestions
17	Member of public who strims the long grass has requested action by the parish council. Can be linked to point 16 **Defer to next meeting**	
23	Date of next meetings: Monday 14 September at 18:00 Monday 26 October at 18:00	SM to invite Jonathan Ramsay

Meeting closed at 20:10

Sue McCormack

Sue McCormack - Clerk to the Council Date: 23/07/2026

Approved by: Date:

Annie Jessup- Chair