

Monks Eleigh Parish Council

Minutes of the Parish Council Meeting held on Monday 11th May 2026
at the Village Hall, Church Hill, Monks Eleigh at 7.30pm

Present: Councillors Alan Braithwaite (Chairman), James Hodges, Rupert Perry, Angela Forrest and Sarah Bennett

Attending: Lucinda Rogers (Clerk) and one member of the public

1/26 Election of Chairman

Cllr Braithwaite was unanimously elected as Chairman

2/26 Apologies for Absence

None

3/26 Declaration of Interests and Requests for Dispensation

None

4/26 Minutes of the meetings held on 23rd March 2026

The minutes of the Minutes of the meetings held on 23rd March 2026 were approved by the councillors and signed by the Chairman as correct records.

5/26 Report from County Cllr Robert Lindsay

No report was provided

6/26 Report from District Cllr Bryn Hurren

No report was provided

7/26 Public Forum

With reference to the footpath agenda item it was asked what plans are there to keep the footpath along the A1141 by Millennium Green clear of debris and vegetation? A photo was provided for illustration.

8/26 Planning Matters

- a. The Councillors had no objection to DC/26/01141 - Notification of Works to Trees in a Conservation Area - Reduce whole tree canopy of 1 No. Walnut (T1) by 30%. At 3 Swingleton Green, Monks Eleigh
- b. The Councillors had no objection DC/26/01118 Notification of Works to Trees in a Conservation Area - Reduce crown of 1 No. Maple (T1) approx 2 - 2.5m and shape. Re-pollard 2 No. Willow (T2 and T3) to approx 5 ft. at Eden Lodge, Back Lane, Monks Eleigh
- c. The Councillors had no objection DC/26/01830APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA -
Proposal: Notification of Works to Trees in a Conservation Area - Fell 6 No. Poplars (T1 to T6), Fell 1 No. Maple (T7), Fell 1 No. Willow (T8) at Alexanders, The Street, Monks Eleigh

9/26 Finance

- a. The councillors received the annual accounts for the year ending 31st March 2026 and the Auditors report. The details provided were note and that no further action was needed.
- b. The Councillors approved and signed the Annual Governance Statement 2025/26
- c. The Councillors approved and signed the Accounting Statement 2025/26
- d. The Councillors noted the increase in cost of emptying dog and waste bins. And agreed to remove the four dog bins in Millennium Green as it is not possible to add them to Babergh's emptying scheme as they are too far from the road. Clerk to arrange removal and to store on Cllr Braithwaite's land. Notice to be put on Facebook and Roundabout to let people know and the sale of these assets to be investigated and actioned.
- e. The Councillors agreed and approved the CIL statement 2025-26
- f. The Councillors agreed to consider local donations at the July meeting. The amount available in 2025-26 is £11,10 x 438 electors = £4861.80. Clerk to ascertain if the parish council can contribute to the shop in other ways than s.137 donations. The chair agreed to make contact with local organisations to ascertain need and proposals can be reviewed at the July meeting.
- g. Grass contract – The Councillors agreed the three year contract for grass cutting with Ed Seeley at a cost of £6790 for the three years.

10/26 Appointment of Clerk/Responsible Finance Officer – It was agreed that Cllr Hodges and the Clerk will interview a short list of 2 prepared by Cllrs Braithwaite and Forrest on Friday 15th May. An appointment will be made following their recommendation. Clerk to make available a model contract.

11/26 Updates / decisions on current topics

- a. **Flooding at Scrips Cross Bridge** – a working party will be arranged remove the items blocking the bridge on the downstream side. Need to set a date to do this while the river is low.
- b. **Flood Lights for MUGA** – Clerk to ask Street Lighting if they can suggest a solution and other alternatives to be investigated.
- c. **Allotments** – The work to fence and re-layout the site was delayed after it became clear that the plans were not right. It cannot now take place until the autumn without disturbing wildlife. Cllr Braithwaite to re-do the plans, liaise with James Smith and speak to Jeff Ford to ascertain if there will still be demand. It was noted that we do not yet have a lease from SP Farms. Clerk and Cllr Braithwaite to chase.
- d. **Footpath and traffic calming on A1141 Brent Eleigh Road; Junction of Church Hill and The Street** – we await the Highways Boundary search which is the next decision 'gate'.

- e. **Brett Valley Digi Bus** – Cllr Braithwaite is waiting to hear from SCC. Cllr Braithwaite is planning to visit GO-Start to introduce the project to them and get their feedback.
- f. **Village Communications** –it was agreed to prepare an update on the work of the Parish council to go out with Roundabout on a bi-monthly basis to improve communicate with the village. Many people (but by no means all) use Facebook so it is hoped to reach more people this way.
- g. **First Responder** – The Councillors agreed to donate £600 towards the kit for the First Responder based in Chelsworth. It was also agreed to advertise for a new Local Responder.
- h. **The Brett River Festival 2027** – The parish council wait to hear more

12/26 People and Place Plan > Neighbourhood Plan – The Housing Needs Survey has been delivered to all house in the village. The closing date for replies is 1st June. Cllr Braithwaite to join the Neighbourhood Plan training with Suffolk Preservation Society. It was agreed to appoint a consultant and need to find out more about this stage. Cllr Braithwaite to check with County Councillor Saw.

13/26 Action List Review

Actions from the previous minutes have been completed unless otherwise stated.

Action	Who
Neighbourhood Plan – Cllr Braithwaite to see County Cllr Deborah Saw for advice	Cllrs Braithwaite
Allotments lease	Cllr Braithwaite
Paint Causeway Bridge – arrange this with volunteers	Cllr Braithwaite
Traffic problems and pavement along A1141 – assemble detailed proposal through working party	Cllrs Bennett/ Braithwaite
Asset register update on website – team to walk the village and then update	Cllrs and new Clerk
Progress the Brett Valley Digibus Project	Cllr Braithwaite
Play equipment quotes for repairs – on next agenda	Clerk
Millenium Green – check legal documents	Clerk
Scripps Cross Bridge	Clerk/Cllr Braithwaite
Speedwatch Team – advertise for 2 volunteers – put in round robin	Cllr Braithwaite
Report faded H lines	Clerk

14/25 Councillors Reports

Clerk to get quotes to repair play equipment

15/25 Date of the Next Meeting

Parish Council Meeting 27th July 2026

The meeting closed at 9.45pm

Appendix 1: Financial Report

MONKS ELEIGH PARISH COUNCIL FINANCIAL REPORT 11 MAY 2026

Schedule of Payments & Receipts from 23 March 2026

Income Received since

23.3.2026

13.4.26	Babergh DC	Precept	11,518.00
13.4.26	Whitehead	Polegate rent	30.00
			<u>11,548.00</u>

Expenditure (movement since

23.3.2026)

Voucher Schedule of verified invoices agreed for payment

					LGA
1.00	8.4.26	L Rogers	April wages	648.85	1972
2.00	8.4.26	HMRC	April tax & NI	37.54	LGA 1972
3.00	8.4.26	L Rogers	March expenses	25.00	LGA 1972
4.00	8.4.26	Ed Seeley	March grass 0095	150.00	Open Spaces Act 1906, ss9-10
5.00	8.4.26	Gardening Suffolk County Council	Highways Boundary search	120.00	Highways Act 1980, s301
6.00	29.4.26	SALC	Subs 2026-27	283.65	LGA 1972
7.00	29.4.26	A Braithwaite	APM	47.75	LGA 1972
8.00	29.4.26	Heelis & Lodge	Internal Audit 2025- 26	245.00	LGA 1972
9.00	7.5.26	L Rogers	May wages	648.85	LGA 1972
10.00	7.5.26	HMRC	Tax & NI May	37.54	LGA 1972
11.00	7.5.26	L Rogers	April expenses	25.00	LGA 1972
12.00	7.5.26	Suffolk Preservation Society	NP workshop	10.00	LGA 1972
				<u>2,279.18</u>	

Not included on bank
statement

7.5.26	HMRC	May tax & NI	37.54
7.5.26	L Rogers	April expenses	25.00
7.5.26	Suffolk Preservation Society	Planning training	10.00
			<u>72.54</u>

Account	stat eme	statement balance	Balance less outstanding payments	credit/transfer s not shown
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		nt date			
Community a/c		30.4 .26	£13,350.2 1	£13,277.67	0.00
Business reserve		30.4 .26	£33,666.1 7	£33,666.17	0.00
			£47,016.3 8	£46,943.84	

GALLETTS AND POLEBRIDGE RECREATION GROUND

M.E.P.C. is the sole trustee for the Galletts and Polebridge Trust.

To date there has been no expenditure. Income is held in the Parish Council's bank account on behalf of the Trust equates to £450 (2026-2027 inc.) and is to be used solely for maintenance of the ground £30 received 13.4.2026