

HOLTON ST MARY PARISH COUNCIL
Meeting held on Wednesday 9th September 2026
2000hrs at Holton St Mary Village Hall

DRAFT MINUTES

Present:

Parish Council: Oliver Greene (OG) Chair, Claire Rowan (CR) Vice Chair and Mike Hay (MH) and Faye Hall Clerk.

District Councillor John Ward (JW)

Members of the Public: 0

01.09.26 Chairman's welcome, accept councillor's apologies for absence. Apologies were accepted from Cllr Mark Anderson.

02.09.26 To accept members declarations of interest in accordance with the Council's Code of Conduct. None

03.09.26 Minutes

The minutes of the Parish Council meeting held on 18th July 2026 were approved and signed as an accurate record by the Chairman. OG proposed, CR seconded, all in favour.

04.09.26 Councillor resignation

Cllr David Johnson has submitted his resignation from the PC with immediate effect which has been accepted. The Parish Council currently has 2 Councillor vacancies.

05.09.26 Neighbourhood Development Plan

CR has advised that Babergh have issued a formal consultation for all the Quartet villages involved in the proposed joint plan and the PCs are awaiting feedback and information from this and what funding Babergh can give. The next step will be to appoint a consultant. JW advised that he would check if 1 PC must lead out of the 4 PCs. CR advised that there is a steering group which has been formed with representatives of the Quartet villages. JW will ask Paul Bryant at Babergh to assist CR for the next steps on the NDP.

06.09.26 Public Forum

County and District Councillors reports are available online and on the noticeboards.

Local Government re-organisation – JW advised that the government have received some legal advice about the process and it's been paused for review.

National planning policy framework – a new NPPF has been issued and is now in effect. It contains a number of mandated national policies some of plan making affecting Baberghs local plan and some are development control policies. There are 2 things that the NPPF contains that will affect Parishes 1) the concept of settlement boundaries has disappeared so settlements can and will be expected to grow 2) what the NPPF has to say about Neighbourhood plans. The assumption is that there are needs for development in the area. Babergh would like to work closely together with the Quartet villages with their joint NDP.

07.09.26 National Grid – Norwich to Tilbury pylon project

The examination has now closed, and no further representations can be made. The PC have made representations to the inspectorate and the examiners but also wrote to the head of the project and head of National Grid requesting a meeting to discuss moving the haul road from where it is proposed to go further north, but no response was received. The planning permission for initial works is due to be submitted to Babergh District Council, and it is up to everyone in the village to express their views. Once

planning permission has been submitted the Clerk is to circulate details on Facebook/communications list.
Clerk

08.09.26 Planning

No planning applications received.

09.09.26 Correspondence and Clerk's Report

The second half of the precept has been received from Babergh - £4,045.50.

Natwest have the incorrect address for the PC on the current account and reserve account bank statements – this has been from June/July statement. The Clerk has raised a complaint with Natwest to ask for this to be investigated and corrected.

10.09.26 Finance

Financial Report:

Bank Balances as at 31.08.26	Current Account	£1,846.26
	Reserve Account	£10,433.10
Receipts since last meeting	Interest	£14.32
Payments since last meeting		£954.24

It was resolved that the following payments be received and approved:

30.07.26	SO	Staff salary for July	£363.12
05.08.26	BACS	Kelvedon Lawn Mowing Svcs - June	£90.00
10.08.26	BACS	Babergh – dog bin emptying	£108.00
01.09.26	SO	Staff salary for August	£363.12
02.09.26	BACS	Suffolk Preservation Society – subscription	£30.00
14.09.26	BACS	Kelvedon Lawn Mowing Svcs - May	£75.00
14.09.26	BACS	Village Hall hire 09.09.26	£25.00

Update on changing bank accounts to Unity Trust – the Clerk is still on the application process and is awaiting Councillors personal details to continue. A switch of account from Natwest to Unity is being requested so Unity can organise transfer of funds direct with Natwest when the account is set up. Unity has advised that to switch the same signatories must be on both accounts.

11.09.26 Trees – Church / Church Square

The Pine tree in the Churchyard has a branch overhanging into Church Square and there is a dead tree between the Well Piece and the Church. The dead tree is the responsibility of the Well Piece and the United Charities Trust. The Well piece has asked the PC for a donation towards the removal of this tree. OG advised that the PCC are waiting for a quote from Blands so defer this and the donation request to the next agenda. Beech tree in Church Square – appears to have been trimmed but PCC have asked Blands to look at this.

12.09.26 Grass cutting contractor

The PC currently use Kelvedon Lawn Mowing for grass cutting, there has been an increase from £26 to £30 per hour which the PC were not given prior notice of. All in agreement to accept the price increase and review grass cutting contractor next year.

13.09.26 Insurance policy renewal

Insurance policy renewal for 2026/2027 is £416.46 including tax – OG proposed to accept, MH seconded, all in favour. **Clerk**

14.09.26 Reinstatement of the Manningtree to Hadleigh bus route

Suffolk County Council have advised that at present full grant funding up until March 2029 is allocated to keeping the services that they already fund going, but they do anticipate costs will fall over the next year as passenger growth means that they may be able to free up some money earlier. They will consider a properly evidenced request for the Manningtree to Hadleigh bus route via the Bus Service Improvement Plan portal online for when funding becomes available. Evidence of people's willingness to use the route will be vital here – when the previous service that ran at only peak hours ended in 2019 it was only carrying an average of 3 ½ return passengers per day. Cllrs in agreement to post this information on Facebook. **Clerk**

15.09.26 Remembrance crosses and wreath

Expenditure for wreath and 5 crosses of £42.50 including £4.50 delivery charge – OG proposed to accept, MH seconded, all in favour. **Clerk**

16.09.26 Village Infrastructure including CIL (Community Infrastructure Levy)

CIL – update on proposals for use of funds – no proposals have been received.

Village Hall Management Committee representative – no updates

Millennium Green Representative – Autumn working party to help keep the MG managed will meet up on the 24th or the 31st of October and they are looking for volunteers. The trusts deed expires in April 2027 so will be re-written, and trustees will have to be re-appointed. OG proposed to have a meeting with the Millennium Green Trust to discuss if they want any changes made. The Beacon on the MG cannot be moved and is concreted in and is not functional so the trust is discussing what should happen to it, but this is on the PCs asset register. OG advised that this is a permanent fixture so belongs to the MG, Clerk to write to the trustees to propose that it is put on their asset register. Exposed tree roots – MG are going to put cautionary notices on the gates. Next MG meeting is the 08.02.27. **Clerk**

17.09.26 Highways - Speeding, Road Condition and other road issues

No update

OG raised why the ANPR camera has not been positioned as you come into the village where it normally is. Clerk to check with MA and revert. **Clerk**

Footpaths and pavements – MH advised that he is happy to assist with footpaths. It has been raised that horses are being ridden on public footpaths. OG will speak to the resident concerned. **OG**

18.09.26 Matters to be brought to the attention of the Council

None

19.09.26 Next meetings

11th of November 2026 was confirmed for the next meeting.

Meeting closed at 2122hrs