

## **Minutes of the Rendham Parish Council Meeting Held in Rendham Village Hall Monday 7th July 2025 at 7.30pm**

**Present** – Cllr. Willett (Chairman), Cllr. McFawn (Vice Chair), Cllr. Field, Cllr. Morford, Cllr. Silvester, Cllr. Bennion, Cllr. Gleeson

Also, in a virtual attendance via video call (Teams): Rendham Parish Council Clerk/RFO

**A Public Forum** – no one in attendance

**1. Apologies for absence** – Apologies were received from Cllr. Stollery and accepted

**2. Declarations of Interest/Register of Interests:** none

**3. To approve/ sign Minutes of the Annual PC meeting held on 12<sup>th</sup> May 2025**

Minutes of the Parish Council meeting held on Monday 12<sup>th</sup> May 2025 had been circulated to all councillors, and it was resolved that these minutes be agreed as a true and accurate record of the proceedings and be duly signed and dated by the Chairman. All agreed unanimously.

**4. To appoint a member of the PC to be Vice-chairman of the PC**

Cllr. R.McFawn stood again as a Vice Chairman, and he was duly elected unanimously. Cllr. R.McFawn accepted and signed the Declaration of Acceptance of Office of Vice Chairman.

**5. Correspondence for information** – circulated accordingly, (email has been sent to EA and a reply email to Mr. Cruickshank).

The Clerk noted Councillors' comments on recent correspondence regarding flooding concerns and the need for improved prevention and planning within the parish, referencing the Rural Flood Resilience Partnership Action Plan.

Councillors discussed the opportunity to respond to the joint survey issued by Action with Communities in Rural England (ACRE) and the National Association of Local Councils (NALC) on flood resilience planning.

It was agreed that Cllr. T.Gleeson would complete and submit the survey response by 29th August 2025.

**6. District Cllr. and SCC Cllr. reports for information**

District Cllr. Owen Gray not present or report sent.

County Cllr. Stephen Burroughs couldn't attend the meeting, report sent. His full report available on Rendham Village website [rendham.onesuffolk.net](http://rendham.onesuffolk.net). The main headings of his report are:

- Dementia marketplace 2025
- Suffolk libraries to become 'Suffolk community libraries' from 1 June
- Popular outdoor festival returns this August to celebrate the Brecks
- What a win for waste at the Suffolk show!
- New strategy launched to tackle violence against women and girls in Suffolk
- Council reorganisation affects us all - so have your say today
- Fresh plaudits for gull wing bridge at awards ceremony
- Suffolk challenges government on planning reform at a national infrastructure conference
- £8m funding for bus service improvements
- Local businesses celebrated for carbon reduction achievements
- Improvements identified to boost walking and cycling thanks to active travel

## **7. To receive Reports/updates for information:**

- a) VHMC – report received, and the Parish Council noted the Chairman’s of Rendham VHMC report covering the following: the subsidence claim remains ongoing via the insurance process; the roof leak has been repaired, and a quote has been requested for further work to ridge tiles and valley gutters, to be presented to RVHMC upon receipt; and the defective sound system amplifier in the loft space has been replaced (full report is available on Rendham Village website [rendham.onesuffolk.net](http://rendham.onesuffolk.net)).
- b) Parochial Church Council – report received and noted (full report available on Rendham Village website).
- c) Tree Warden – Cllr. Gleeson – report received and noted highlighting the impact of prolonged hot, dry weather on tree health and the increased risk of Sudden Branch Drop (SBD) in mature trees. The phenomenon, which remains poorly understood, poses safety concerns in public areas and may require future mitigation measures (full report available on Rendham Village website).
- d) PARK – no report was received from Cllr. Field. It was noted that the PARK Committee is planning to apply for a provisional grant of £1,500 from Suffolk County Council.  
It was also noted that this year’s Rendham Village Fete was very successful, with high attendance and strong community involvement.
- e) ESPA meeting (24.05.2025) – No report was received from Cllr. McFawn. It was noted that most topics discussed at the meeting were not specific to Rendham Parish Council and were not considered relevant at this time.  
Cllr. McFawn commented that he will continue to attend ESPA meetings.
- f) Village Website – it was noted that the information on the village website is up to date and webmaster has uploaded photos from the village fete on 5<sup>th</sup> July 2025.

## **8. Election of Representatives:**

- a) Planning working group – appointed Cllr. D.Willett, Cllr. R. McFawn, Cllr. T.Gleeson, Cllr. R.Field – all councillors agreed unanimously
- b) Parochial Church Council – appointed Cllr J.Morford – all councillors agreed unanimously
- c) Community Partnership – appointed Cllr. D.Silvester – all councillors agreed unanimously

## **9. Accounts**

- a) Financial Report and Budget assessment on 01/07/2025 – bank’s balances according to bank statements were reviewed and noted as expenses are in line with the Budget and therefore, it was agreed that the expenses were within acceptable parameters. Main transactions were explained.
- b) Amenity Fund Financial report on 01/07/2025 presented to councillors and main expenses noted.
- c) Amenity Fund Cheque confirmation (Jun/Jul) – Newsletter - The Street £56 - the payment was noted and agreed by all the councillors.
- d) To confirm online transaction made - Payments to Clerk £120.92 (May): salary £114.92 and printing (Apr-May) £6 (inc. VAT £1); Clerk’s Salary £114.92 (Jun); SALC councillor training (2 sessions) £79.20 (inc. VAT £13.20) (Jun) - the payments made were noted and confirmed.
- e) To confirm DD payment made from BoS account – ICO £47 (Jun) - the DD payment made was noted and confirmed.
- f) Online transaction authorisation – Payment to Clerk: (salary £114.92 (July)+postage expenses £1.70) - the payment was reviewed, and all Councillors unanimously agreed the transaction to be authorized online to proceed with the payment.
- g) To note income received (BoS) – cheque deposit of £800 from UK Power Networks; VAT return of £1,059.26 – income has been noted.

h) Update on internet banking BoS (signatories) – It was noted that business internet banking enables faster payment processing. Cllr. D. Silvester, as one of the authorised signatories, will proceed with setting up online banking upon receipt of the relevant setup instructions.

**10. Planning matters:**

It was noted that planning application - Single storey rear and side extension on Berry Brook Sartoria Bruisyard Road Rendham Saxmundham Suffolk IP17 2AH (Planning reference No: DC/24/4397/FUL) was permitted.

**11. National Grid Sea Link** – It was noted that the Clerk has registered Rendham Parish Council as an Interested Party. It will be possible to submit comments and representations at any stage of the project planning process. All relevant documentation has been circulated to councillors for reference.

**12. Devolution (Local Government Reorganisation)** – Updates and briefing materials from Suffolk County Council, including the Residents’ Survey, were circulated to councillors. It was noted that it is important to remain informed about ongoing devolution processes. The Clerk will complete the survey on behalf of Rendham Parish Council.

**13. The Knoll** (maintenance/grass cutting) – it was agreed to continue with ‘No Mow May’. It was noted that the churchyard maintenance team will not be able to assist with grass cutting. A councillor will seek potential volunteers within the village.

**14. To consider a query regarding traffic calming measures in Rendham Village** – Cllr. D.Silvester and Clerk to investigate potential traffic calming solutions and available grants for it.

**15. To review Risk Assessment** (updates regarding online banking) – the proposed changes were noted, and it was unanimously agreed to adopt all updates to the Risk Assessment document.

**16. Update on standing water issue on the Playing Field** – it was noted that the issue had been addressed by Flagship contractors and was found to be caused by a blocked sewer pipe.

**17. Matters arising from the Annual PC meeting held on 12<sup>th</sup> May 2025 that are not listed above** - none

**18. Any other business for discussion not listed above, items for the next PC meeting Agenda** – It was noted that Cllr. Bennion intends to resign in due course. As a current signatory for Rendham Parish Council banking, he has requested to be removed. The Clerk will process the necessary changes to bank signatories and preparing the Parish Council section for the Village Newsletter, will include information about a potential councillor vacancy that will arise following Cllr. Bennion’s official resignation

**19. Note the date of the next PC meeting – Monday 8<sup>th</sup> September 2025 at 7.30pm** – the date of PC meeting was noted.

Dates for the further PC meetings also were noted.

Parish Council Meeting	8 <sup>th</sup> September 2025	7.30pm
Parish Council Meeting	10 <sup>th</sup> November 2025	7.30pm
Parish Council Meeting	12 <sup>th</sup> January 2026	7.30pm
Parish Council Meeting	9 <sup>th</sup> March 2026	7.30pm
Annual Parish Meeting	11 <sup>th</sup> May 2026	7.00pm
Annual Parish Council Meeting	11 <sup>th</sup> May 2026	7.30pm

The meeting closed at 20.55 hrs.