

MOULTON PARISH COUNCIL**Minutes of the meeting held on Monday 19th January 2026.**

Parish councillors present: David Almond (Chair), Mark Price (Vice-chair), Ryan Bragg, Jane Horsnell, Doug James, Richard Mather, Tim James and Alex Dawe.

Also present: Joanne Kirk (Clerk), County Councillor Andy Drummond, District Councillor Roger Dicker and five members of the public.

1. Acceptance of apologies for absence.

Apologies were received from parish councillor Richard Edge and the reason for absence accepted.

2. Declaration of Interest in items on the agenda and dispensation requests.

Cllr Alex Dawe declared a pecuniary interest in planning applications DC/25/2029/FUL and DC/25/2030/LB. Mark Price and Doug James declared a pecuniary interest in item 9J. No dispensation requests were received.

3. Approval of minutes of the meeting held on Monday 17th November 2025.

It was resolved that the minutes were correct. The chairman then signed them.

4. Public session.

County Council issues raised during the public session.

- The slow progress with footpath 15. Cllr Drummond agreed to look into this.
- Gazeley Hill is extremely dangerous when icy. A resident has been gritting the hill but is unable to continue. Another resident fell recently and was concerned when on the ground about cars sliding into her. There is discretion for the County Council to add hills with a gradient of more than 5% to the gritting schedule. Cllr Drummond agreed to request this. A resident also asked if it would be possible to have an ice warning sign. The clerk agreed to include a reminder in Moulton Matters that Gazeley Hill is prone to black ice.
- Boy's Grave junction. Cllr Andy Drummond and Nick Timothy MP have written to Cllr Paul West at Suffolk County Council asking them to improve the junction. The suggestion was made to introduce a restriction on lorries or narrow the road to prevent them using it, as they are damaging the road and eroding the white lines. This would require the support of Cambridgeshire County Council. Cllr Drummond suggested an unsuitable for HGVs sign but this would only be advisory.
- Flooding outside Moulton Primary School. The layby is built with gulleys which are meant to empty into a pipe which is blocked. This needs to be escalated with Highways as it is not a self-help matter. Cllr Drummond agreed to do this.
- Closure of Newmarket Road. Cllr Drummond is investigating possible compensation for businesses which have been affected by the closure. Businesses that have been affected should get in touch with him.

Other issues raised:

- Could the old village sign be returned to the family when the new sign has been installed? The family would be willing to make a donation.

5. County Councillor's Report.

Suffolk County Council's December newsletter has been uploaded onto the Moulton website.

6. District Councillor's report.

District Councillor Roger Dicker said he is following up with West Suffolk Council about funding for smaller parishes. He asked for it to be discussed at the next parish forum but has been told that the agenda has already been produced.

7. Planning issues

The Chairman moved this item up the agenda.

a) DC/25/1986/FUL – 16 Lawn House, The Street, Moulton – one self-build dwelling.

It was resolved that Moulton Parish Council would support this application. In addition to their response in support of DC/25/0359/FUL which still stands, Moulton Parish Council supports the application for the following reasons:

- Although the previous appeal was dismissed, the only concern raised by the Planning Inspector was the impact on 3 Mayes Meadow due to the siting and massing of the proposal and its

proximity to the boundary of no 3. These concerns have been addressed in this new application. The proposed dwelling is sited away from no 3 and a more modest design produced in terms of scale and height.

- The occupants of no 2 and 3 Mayes Meadow are neither supporting or objecting to the application this time, but have asked for a robust Construction Management Plan, which Moulton Parish Council requested in their previous submission and still supports. 3 Mayes Meadow have also acknowledged that the proposed dwelling is of a smaller scale and greater distance from their house.
- Moulton Parish Council believes that the applicant has taken on board concerns raised both by neighbours and West Suffolk Council previously and that the reasons for dismissing the appeal have now been addressed by the applicant. The Planning Inspector stated that the proposal is on a generous plot and would not give an unduly cramped appearance. Its proposed position is in keeping with the pattern of the site layout in the context of neighbouring properties and it will not have a negative impact on Lawn House.

b) DC/25/1232/FUL – Church Road, Moulton - retrospective application. a. bike storage shed b. solar panels to roof of bike storage shed and garage block.

It was resolved that no objections would be made to this application.

c) Pre-application consultation letter and proposed plans in relation to the proposed upgrade to the existing telecommunications installation at Warren’s Hill.

Moulton Parish Council agreed to support the proposals but asks that the installation benefits residents in Moulton as the current mobile network in Moulton is inadequate and offers a very limited service for mobile phone users.

d) DC/25/2029/FUL and DC/25/2030/LB - Lanwades Hall, Lanwades Park, Moulton - Change of use of two rooms from office, fitness facilities, wedding venue, conference and function and beauty treatment rooms (class E) to wedding guest accommodation and holiday lets with the installation of ensuite bathroom facilities (sui generis).

It was resolved that no objections would be made to this application.

e) Planning applications received since the last meeting and after the agenda was published.

No applications were received.

8. Police Issues.

No issues were raised.

9. To receive an update on the list of actions agreed at the last meeting.

There are 3 outstanding councillor actions.

10. Finance

a) Approval of any payments and signing of Schedule of Payments.

It was resolved that the following payments would be approved:

- J P Kirk - expenses – LGA 1972, s111 – **£21.99**
- John Gunson (parish archivist) – annual donation – GPC - **£100.00.**
- M Price – visual inspections of play equipment and playing field repairs – Open Spaces Act 1906 s10 - **£158.60.**

Mark Price and Tim James checked the invoices and signed the schedule of payments.

b) Approval of payments authorised between meetings

One payment was authorised between meetings - Coastline Graphics – signs for Church Road – GPC - **£50.83**

c) Statement of receipts and payments made since the last meeting.

It was resolved that the statement of receipts and payments would be approved.

Receipts

| Date | Description | Supplier | Total |
|------------|------------------------|------------------|------------|
| 10/11/2025 | Bank interest received | Lloyds Bank | £18.60 |
| 05/12/2025 | National Lottery Grant | National Lottery | £10,000.00 |
| 09/12/2025 | Bank interest received | Lloyds Bank | £16.32 |
| 02/01/2026 | Playing field licence | Force Fitness | £25.00 |

Payments

| Date | Minute | Description | Supplier | Total |
|--|---------------|--------------------------------------|--|--------------|
| 04/11/2025 | 204/9h | Donation | Mid Anglia Rail Passengers Association | £25.00 |
| 18/11/2025 | 183/9k | Bank charges | Lloyds Bank | £44.27 |
| 18/11/2025 | 208/9a | Visual inspections of play equipment | Mark Price | £195.00 |
| 18/11/2025 | 208/9a | Poppy wreath and donation | Royal British Legion | £50.00 |
| 20/11/2025 | | DHF Products Ltd | Road signs | £615.84 |
| 20/11/2025 | 212/12d | New spring for spring rocker | Online Playgrounds | £361.20 |
| 27/11/2025 | 173/10e | Poop scoop bags | JRB Enterprise Ltd | £89.27 |
| 03/12/2025 | 202/9a | Visual inspections of play equipment | Mark Price | £158.60 |
| 09/12/2025 | 131/9e | Grass cutting and other maintenance | Packhorse Fencing | 785.14 |
| 16/12/2025 | 183/9k | Bank charges | Lloyds Bank | £4.25 |
| 29/12/2025 | | Signs for Church Road | Coastline Graphics Ltd | £50.83 |
| Staff costs as per confidential cashbook | | | | |

Transfers

| Date | From | To | Amount |
|-------------|------------------------|------------------------|---------------|
| 18/11/2025 | Lloyds reserve account | Lloyds current account | £2,000.00 |
| 20/11/2025 | Lloyds reserve account | Lloyds current account | £1,000.00 |
| 03/12/2025 | Lloyds reserve account | Lloyds current account | £2,000.00 |
| 05/12/2025 | Lloyds current account | Lloyds reserve account | £10,000.00 |

d) Bank balances and confirmation of bank reconciliation as of 5th January 2026.

| | |
|----------------------------|--------------------|
| Lloyds current account | £1,443.55 |
| Lloyds reserve account | £40,207.43 |
| Cambridge Building Society | £85,376.01 |
| Total | £127,026.99 |

Mark Price and Tim James had verified and signed the bank statements prior to the meeting.

e) Approval of regular payments for 2026 – 27.

It was resolved that the following regular payments would be approved.

| Payment | 2025/26 - Amount ex VAT | 2026/27 Amount ex VAT |
|---|--------------------------------|------------------------------|
| Admin costs | | |
| Business Services at CAS Ltd - Insurance | £940 | £1,000 |
| Internal audit fee | £80 | £85 |
| External audit fee | £315 | £330 |
| SALC Annual Subscription | £400 | £420 |
| Scribe accounting software | £415 | £440 |
| Phone costs (shared) | £43 | £45 |
| Stationery (print cartridges - shared cost) | £20 | £20 |
| CAS Ltd - website hosting fee | £60 | £60 |
| ICO - data protection fee | £47 | £50 |
| Maintenance costs | | |
| K Hutchinson & Son - flailing river bank - (twice a year) | £700 | £700 |
| CRC Pest Control contract | £550 | £550 |
| Village Maintenance contract - grass cutting | £3,500 | £3,500 |
| Village maintenance - general | £500 | £500 |

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| Village Maintenance contract - playing field inspections | £0 | £780 |
| Moulton PCC - contribution to churchyard maintenance | £1,500 | £1,500 |
| Community Heartbeat - Defib annual support | £126 | £126 |
| Suffolk County Council - annual street lighting contract | £2,000 | £2,000 |
| Apical Landscaping Ltd - weed control | £450 | £450 |
| Grants/donations (S137) | | |
| Newmarket Day Centre - Annual grant (S137) | £200 | £200 |
| Magpas Annual Donation | £100 | £100 |
| Our Special Friends Annual Donation | £100 | £100 |
| John Gunson - Village Archivist contribution to materials | £100 | £100 |
| CPRE annual donation | £36 | £30 |
| Royal British Legion | £50 | £50 |
| Ongoing authorisations (as and when required) | | |
| Replacement parts and ongoing maintenance of play equipment | £500 | £500 |
| Replacement parts and ongoing maintenance of VAS | £200 | £200 |
| Maintenance of fixed assets | £500 | £500 |
| Village maintenance (general) | £500 | £500 |
| Urgent tree works | £500 | £500 |
| Clerk and councillor training | £100 | £100 |
| JRB Enterprise Ltd - poop scoop bags (2x a year) | £200 | £200 |
| Office equipment | £300 | £300 |
| Village events | £500 | £500 |
| Staff costs | | |
| Staff costs as per confidential cash book (salary costs, PAYE and pension costs) | | |

- f) **To approve the Internal Control Statement for the year ended 31st March 2026.**
It was resolved that the Internal Control Statement would be approved.
- g) **To appoint a to carry out internal control checks and complete the Internal Control Report.**
Ryan Bragg agreed to carry out the checks again this year.
- h) **To review the effectiveness of the internal audit.**
Councillors reviewed the effectiveness of the internal audit. It was resolved that the document would be approved.
- i) **Appointment of an internal auditor.**
It was resolved that Mrs Cathy Whitaker would act as Internal Auditor again this year for a fee of £85.00
- j) **To review any contracts.**
It was resolved that the grass cutting contract with Packhorse Fencing and the village maintenance contract with M Price would be renewed until March 2027 as councillors were happy with the service provided.
- k) **Amended budget figures – for information only.**
As agreed at the November 2025 meeting, an additional £3,000 was added to the village project fund to make up most of the shortfall for the new play equipment. The precept request submitted to West Suffolk Council was **£43,661**. The parish council element for a band D household is £100.59 per annum an increase from £90.01 which equates to £10.58 per annum per band D household, an increase of 11.75%.
- l) **Email from Moulton Pre-school requesting a donation.**
It was resolved that a donation of £500 would be made.
11. **To discuss any highways/Rights of Way issues/tree/transport/ flooding/river and riverbank issues.**
- a) **Alternative parking in Brookside.**
Councillors did not feel it was appropriate to put up signs directing people to park elsewhere. A temporary barrier will be installed to protect the grass verges which are getting damaged by parked cars.
- b) **Registering for Suffolk County Council's Community Self Help Scheme.**

It was resolved that Moulton Parish Council would register for the Community Self Help Scheme. Mark Price agreed to act as lead volunteer and attend the required New Roads and Street Works course.

c) Community Speedwatch (CSW) update.

The full report is available on the Moulton website. Unfortunately, no additional volunteers came forward following a leaflet drop to all households in the village.

An additional monitoring site has been approved near the exit from Moulton Primary School in Kennett Road which will allow volunteers to check traffic speeds of vehicles exiting Moulton which from the VAS data is a significant problem.

CSW supports the purchase of speed camera warning signs which have been effective in other villages at locations where checks are carried out. It was resolved that Moulton Parish Council would purchase three speed camera warning signs and a payment of up to £200 approved for the signs and any brackets needed.

d) Collisions at Boy's Grave junction in December 2025 and January 2026.

Unfortunately, there were a number of accidents at Boy's Grave junction in December 2025 and January 2026. Moulton Parish Council reported these to Suffolk County Council as the Highways authority, who advised that they would need to wait for the police review into the cause and circumstances of the collisions. Depending on the cause, the Police might issue a highway improvement notice to Suffolk Highways.

Since then, Nick Timothy MP and County Councillor Andy Drummond have written to Cllr Paul West at Suffolk County Council asking them to investigate the matter urgently and consider potential improvements to make the junction safer.

e) Update on the meeting about drainage near Moulton Primary School.

The drain next to the layby appears to be blocked. Cllr Drummond had agreed earlier in the meeting to escalate this with Suffolk Highways making it clear that it should be a priority as it is so close to the school entrance. The next step is for the drain to be jetted and surveyed to check its condition and whether it is blocked. It was resolved that Moulton Parish Council would obtain a quote for jetting out and surveying the drain.

f) Update on the signs for Church Road.

The signs are ready to install hopefully in the next few weeks.

12. To discuss the following village hall/playing field/play equipment issues

a) Latest playing field inspection report.

There were no new medium or high-risk issues.

b) New play equipment.

Moulton Parish Council's application for a National Lottery Grant of £10,000 was successful. It was resolved that a plaque would be provided thanking all the organisations that gave funding including the Tony Franklin fund.

Kompan has quoted an additional £4,906 + VAT to install rubber mulch around the existing slide and cradle swings which is significantly less than alternative quotes received. It was resolved that this quote would be accepted.

The clerk detailed how the cost of the new equipment and additional surfacing would be covered:

| Funding for new play equipment and surfacing | Cost ex VAT |
|---|--------------------|
| Kompan quote | £23,061 |
| Additional surfacing | £4,900 |
| Total | £27,967 |
| Less Tony Franklin Fund | £10,000 |
| Less Lottery grant | £10,000 |
| Less SCC funding | £1,000 |
| Less funding from Moulton Charity | £1,000 |
| Shortfall | £5,967 |

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|--|--------|
| Money allocated in 2026-27 budget | £3,000 |
| Money in playing field maintenance reserve | £2,967 |

The installation will be carried out between 9th and 26th February. Councillors discussed where the skip would be positioned whilst the work is carried out and how to minimise damage to the playing field.

c) Review of use of floodlights and whether there is any damage to the playing field.

There are no updates as an electrical check has not been completed yet.

d) Repairs to the spring horse.

The spring sent by Online Playgrounds did not fit. It has been returned and a replacement spring is being sent.

14. To discuss any village issues.

a) Trustees for the Recreation Ground Charity.

It was resolved that David Almond, Mark Price, Tim James and Jane Horsnell would continue as trustees and all other trustees be removed.

b) Human excrement in the bus shelter.

Moulton Parish Council had queried whether it would be possible to install a trail camera in the bus shelter. The Police confirmed that the Parish Council would only be able to use overt cameras with clear signage for deterrence and public safety but this would require registration with the Information Commissioners Office and a published CCTV policy.

c) Email from a resident requesting the old village sign once the new sign has been installed.

A resident has asked if the old village sign could be returned to the family that created the sign when the new one is installed. Councillors confirmed that the intention was to keep the original sign in situ. The clerk agreed to let the family know.

d) Email from Community Heartbeat Trust about replacing the defibrillator when it reaches the end of its operational life in 2-3 years.

It was resolved that Moulton Parish Council would budget for a new defibrillator in the 2027-28 budget.

e) Affordable housing update.

Julie Salisbury from the Rural Housing Partnership had contacted Godolphin about a possible rural exception site and whether they would be interested in providing land to progress a scheme. They have confirmed that they are not interested at this stage but will hold the details on file. Hastoe Housing had expressed an interest in helping progress a scheme but this is now on hold as no suitable site is available.

f) Quote to install the village sign.

Three quotes were sought but only one company, Nu-Plan, responded. It was resolved that their quote of £3,128 + VAT would be accepted and the payment authorised when it comes in.

15. Correspondence.

a) Email from Frances Reynolds, office manager to Nick Timothy MP about organising a public meeting for residents in Moulton.

It was resolved that the clerk would liaise with Frances Reynolds to arrange a meeting on a Friday evening before 7pm some time after 27th February 2026.

b) Email from Citizen's Advice West Suffolk requesting a donation.

It was resolved that a donation of £250 would be made.

16. Questions for the Council and any urgent business.

The following issues were raised:

- The possibility of adding a plaque to old village sign detailing the background to how it was funded. Councillors agreed that this was a good idea.
- Dog fouling and reminding people visiting the Packhorse Inn to use the poo bags provided to clear up after their dogs.

17. Any other business for noting or including on the agenda of the next meeting on Monday 16th March 2026.

The following items are for noting:

- Lark Hill pavement – for information only.

Suffolk Highways has confirmed that the pavement in Lark Hill is 2,488 out 30,000 on the list of sections needing resurfacing. Suffolk County Council completes 200 – 1,000 sections a year depending on funding but the position can change if a higher priority one comes in.

- **Update on footpath 15**

The applicants have agreed the costs and West Suffolk Council is waiting on some paperwork from them. Once this has been completed and returned, West Suffolk Council can move onto the next stage of the process.

- **West Suffolk Council’s consultation on affordable housing**

The document sets out West Suffolk Council’s policies for the provision of affordable housing and tailoring it to specific need in a local area.

The following items are for including on the next agenda:

- Suffolk County Council’s new 20mph speed limit policy.
- Adding a plaque to the old village sign.

There being no further business the meeting closed at 8.30pm.

Signed (Chairman) Dated