



Minutes of Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 7th October 2026.

The meeting started at 7.00 pm

MINUTES

1. **To Note Members Present and to receive and approve apologies for absence**
Present: Chairperson Rachael Arnott, Vice Chairperson Sarah Chadwick, Councillors Derek Fletcher, Paul Radforth, Ryan Williams, Julie Hall, Luke Davison
East Suffolk Councillors Myles Scrancher, Letitia Smith
Members of the public 3
Apologies received and approved from: Councillors Clare Varela, Adam Robertson, Chris Thomas. Suffolk County Councillor June Mummery
2. **To receive any declarations of interest regarding the agenda**
None
3. **To consider applications for dispensation**
N/A
4. **To agree and sign the minutes of the Town Council meeting of 2nd September 2026**
It was RESOLVED by all that these were true and accurate and were duly signed
5. To receive reports from the following:
NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.
 - a. Suffolk County Councillors – Report issued
 - b. East Suffolk Councillors – Call for sites reopened. Free car parking for Remembrance parade. New shed grant approved for allotments.
 - c. East Anglia Transport Museum – Heritage day opening was very successful and exceeded expectations. Halloween events planned.
 - d. Allotments – Inspection has taken place. One plot holder to be written to. New shed to be installed. Pumpkins at the school in the next 2 weeks.
 - e. Carlton Colville Community Kitchen and Wildlife Garden – no update
 - f. Carlton Colville Community Centre – meeting notes circulated it is planned to refurbish the toilets to enhance customer experience.
6. Public participation
The purpose of the meeting is for Councillors to discuss Town Council Business. During each meeting the Council will allow a period of up to 15 minutes for public questions. During this time, residents can put questions to the Chairperson regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairperson will respond but matters may have to be deferred and placed on a later month's agenda for discussion.
None

7. To agree payments for September 2026

List circulated prior to meeting

It was RESOLVED by all to pay 10 online payments totalling £5406.61 and 3 direct debits totalling £229.21

Receipt £2070.58 grant for bins and bench at community centre

Receipt 2nd half of precept from East Suffolk Council £32340.00

Spend v budget circulated

Bank Statement and reconciliation for August was signed

8. To Consider a quote from East Suffolk Services for Tree work at the community centre following a survey

It was RESOLVED by all to agree the quote provided by ES Services to carry out the work

9. Consider the following Planning applications:

Planning Application: DC/26/3170/FUL

Address: 8 Peacock Close

Proposal: Single storey rear pitched roof and single storey side flat roof extension

Recommendation: Support

Planning Application: DC/26/3299/FUL

Address: 9 Marsh Lane

Proposal: Side extension. Demolition of Rear extension and replace with new flat roof extension. New porch proposal to front elevation

Recommendation: Support with a note about retention of car park spaces

10. To confirm the renewal of Insurance arrangements for the coming year

The clerk confirmed that the insurance had been renewed with tweaks to cover the installation of the new play equipment through Ansvar insurance which Community Action Suffolk Business services arranged, there had been an increase in premium. The arrangements were considered adequate in this year's Internal Audit report.

11. To confirm arrangements for Remembrance Day

It was agreed that Derek Fletcher would lay the wreath at the service of remembrance at the South Pier on 8th November and Rachael Arnott would attend St Peters church. The clerk would purchase poppy wreaths from Royal British Legion.

12. To consider adopting a policy for Absence and Disqualification following advice from SALC

It was RESOLVED by all to adopt this policy which would take effect from November 2026 meeting.

13. To consider joining the Broads Society at £20 per year

It was RESOLVED by all to join this

14. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda

Halloween issues on the Dales Estate - contact communities team ESC and police

15. To close the meeting

The meeting closed at 19.39

Signed..... Date.....