



Minutes of the Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 7th January 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, Councillors Clare Varela, Adam Robertson, Chris Thomas, Ryan Williams, Luke Davison, Sarah Chadwick, Derek Fletcher
Chair of allotments David Peek, East Anglia Transport Museum Tim Major
Suffolk County Councillor Peter Byatt, East Suffolk Councillors Letitia Smith
Apologies received and approved for absence: Councillors Julie Hall, Paul Radforth East Suffolk Councillor Myles Scrancher
Members of the public 1
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 3rd December 2025**
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 – Gully clearing should have assisted flooding at Secrets Corner, Local Government Reorganisation extraordinary meeting 12th January SCC regarding postponement of local elections for May 2026.
 - b. East Suffolk Councillors – Looking for sponsors/initial look after of puppies for guide dogs.
 - c. East Anglia Transport Museum – Museum closed until April. Ride the lights very successful. More saplings obtained from the Woodland Trust.
 - d. Allotments – No issues. Thank the council for money towards the school project.
 - e. Carlton Colville Community Kitchen and Wildlife Garden – complaint about rats had not been proved.
 - f. Carlton Colville Community Centre -No meeting in December
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.

- 7. To agree payments for December 2025**
List was circulated prior to meeting
It was RESOLVED by all that all 14 online payments totalling £69,848.12 and 2 direct debits of £93.43 be paid
Spend v budget circulated
Bank Statement and reconciliation for November were signed
- 8. To consider a request for a donation to St Elizabeths Hospice - General Power of Competence Local Government Act 2011, SS1-8**
It was Proposed by Councillor Thomas and seconded by Councillor Chadwick that a donation of £250 should be made.
- 9. To agree a date for a community litter pick spring 2026**
It was agreed by all that the litter pick would take place 1st March 2026 details to follow
- 10. To note that the Annual Internal Control Statement review and Financial Risk Assessment had been carried out by Councillor Rachael Arnott (circulated)**
These were completed on 9th December and all was found to be correct and in order with no issues to take forward
- 11. To appoint an internal auditor for year ending 31st March 2026**
It was RESOLVED by all to appoint SALC as our internal auditor
- 12. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**
Clerk to check on Community Cuppa funding
- 13. To close the meeting**
The meeting closed at 7.33 pm