



GREAT FINBOROUGH PARISH COUNCIL

Minutes of the **Annual Parish Council meeting** held at the Village Hall, Great Finborough
Monday, 18th May 2026 at 7.47pm.

Present:

Councillors: A Mann (Chairman)
 J Tarabella
 J Kemp
 S Waspe
 L Morgan
 J Spencer

In Attendance Mrs J Blackburn – Clerk
 District Councillor John Matthissen
 County Councillor Matt Bentley

GFPC30/26/27 – ELECTION OF CHAIRMAN

Cllr Mann declared the meeting open.

Cllr Morgan proposed that Cllr Mann be elected as Chair, which was seconded by Cllr Kemp. **Decision** – Cllr Mann was duly elected Chair.

Cllr Mann signed the Declaration of Acceptance of Office and then took the Chair for the remainder of the meeting.

GFPC31/26/27 – ELECTION OF VICE CHAIRMAN

Cllr Waspe proposed that Cllr Morgan be elected as Vice-Chair, which was seconded by Cllr Tarabella. **Decision** – Cllr Morgan was duly elected Vice-Chair.

GFPC32/26/27 - APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Burton, which was approved.

GFPC33/26/27 – DECLARATIONS ON INTEREST

None had been received.

GFPC34/26/27 – APPLICATIONS FOR DISPENSATION

None had been received.

GFPC35/26/27 – TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 20th APRIL 2026

It was AGREED: That the Minutes of the previous meeting held on 20th April 2026 were approved as a true record and were signed by the Chairman.

GFPC36/26/27 – APPOINTMENT OF MEMBERSHIP TO OUTSIDE BODIES

It was AGREED: That Membership continued for the Suffolk Association of Local Councils (SALC) and that Cllr Spencer be the representative to that body.

GFPC37/26/27 – AUTHORISATION OF ANNUAL SUBSCRIPTIONS

It was AGREED: That the annual subscription of £392.28 be paid to SALC in order to renew the Parish Council's membership.

GFPC38/26/27 - PUBLIC FORUM

One member of the public was present. No issues were raised.

GFPC39/26/27 – TO RECEIVE THE COUNTY COUNCILLORS REPORT

Cllr Matt Bentley introduced himself as the new County Councillor following the recent elections and stated that he was looking forward to working with the Parish Council.

GFPC40/26/27 - TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT – CLLR JOHN MATTHISSEN

Cllr Matthissen had nothing to report.

GFPC41/26/27 - TO RECEIVE THE CLERK'S REPORT AND FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk asked for confirmation of any donations to be made following the discussion at the last meeting.

Members confirmed that as there was no surplus, no donations would be made.

b) TO RECEIVE THE CLERK'S FINANCIAL REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts as of 11th May 2026 was £53,469.88.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payment be authorised:-

Jennie Blackburn	Clerk's Office Allowance/Exp (Apr)	£38.51
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The Clerk reported the following payments be ratified:

Jennie Blackburn	Clerk's Pay (Apr)	£600.09
Roman Gambling	Litter Pickers Pay (Apr)	£22.40
Megan Clarke	Litter Pickers Pay (Apr)	£18.00
Oliver Reeves	Litter Pickers Pay (Mar)	£18.00
HMRC	PAYE to end 5th Apr	£37.34

It was AGREED: That payments totalling £134.25 be authorised and actioned by the Clerk.

The following receipt was noted.

HMRC	VAT Reclaim 2025/26	£2,003.95
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d) ANNUAL GOVERNANCE STATEMENT – 2025/26

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

e) **END OF YEAR 31ST MARCH 2026 STATEMENT OF ACCOUNTS**

The Statement of Accounts was presented for approval. **Decision** – approved and signed by the Chair and the Clerk

f) **INTERNAL AUDITOR'S REPORT – 2025/26**

The Internal Auditor's Report for 2025/26 was received and it was noted that no recommendations had been made.

g) **CIL REPORT – 2025/26**

It was AGREED: That the CiL report for 2025/26 be approved and signed.

h) **ASSET REGISTER**

It was AGREED: That the Asset Register be approved.

i) **DIRECT DEBITS**

It was AGREED: That the Direct Debit of £47 to ICO for Data Protection be approved.

j) **STANDING ORDERS**

It was AGREED: That the Standing Orders be approved.

In relation to CiL expenditure a discussion took place regarding what the money could be spent on. Suggestions such as a strimmer for the use at Woodpecker Hill, another Speed Indicator Device (SID), Tree works, replacement posts at Church Road and the purchase of a beacon were all made.

It was confirmed that CiL money could also be spent on biodiversity as it would be classed as 'Green' Infrastructure.

Members asked that it be placed onto the next Agenda for further discussion. **Clerk to action.**

GFPC42/26/27 – SOCIAL MEDIA POLICY

Following the circulation of a draft Social Media Policy various comments and considerations were made. Therefore, the policy would be reviewed and brought back to a future meeting for adoption.

GFPC43/26/27 - PLANNING APPLICATIONS

None had been received.

GFPC44/26/27 - PLANNING DECISIONS

None had been received.

GFPC45/26/27 - REPLACEMENT PICNIC BENCH – WILDFLOWER MEADOW

Cllr Mann reported that following the vandalism of a picnic bench at Wildflower Meadow the insurance had been investigated which confirmed that a £250 excess fee would apply. Therefore, going down the insurance route would not be an option.

He explained that he had looked into a replacement bench with the cost being in the region of £450.

Cllr Morgan stated that he felt a concrete bench should be considered and he would be willing to research those and bring back further information and costs to the next meeting.

It was AGREED: That Cllr Morgan and Cllr Mann would carry out further research into replacement benches.

GFPC46/26/27 - 'HORSE RIDERS' BEWARE SIGNAGE – HIGH ROAD

Cllr Mann reported that he had been in contact with Matthew Fox from the Highways Department, and had received a positive response in relation to signage. Costs would range from £750-£850 for new posts and signs. Extenders (to put on current posts) would cost £160-£200 per sign

Another option would be to liaise with landowners to obtain permission, then to set the signage further back with this option costing between £75-£100 each.

Following a general discussion it was felt that extenders would be the most preferable option.

A meeting would be held with Matthew Fox as to the best way forward.

Cllr Mann also reported that in relation to the Knights bridge repair, the Structures Team had placed the order for the works to be carried out.

GFPC47/26/27 - UPDATE ON 20MPH ZONES WITHIN THE PARISH

There was nothing to report, but members felt that during the visit from Matthew Fox in relation to signs, this could be picked up with him during those meetings.

GFPC48/26/27 - UPDATE ON EV CHARGING IN THE VILLAGE

Cllr Morgan had liaised with Suffolk County Council into the provision of EV charging in the village. He had received the following response:

'Our current programme to install charge points at community venues such as parish halls, community centres etc. is unfortunately full to capacity; however, we do have a reserve list for sites that would like to be considered in the event of another location withdrawing'

Cllr Morgan had completed the necessary forms in order to join the waiting list.

Cllr Tarabella reported that her research had shown that the County Council were in partnership with a company called Gul-e. A trial was currently being undertaken with households who had no driveway. The home scheme would provide access to Home e-charging by way of cross public path gullies, to house the cable coming from the house charging port to the on road parked car.

GFPC49/26/27 - LIGHTING FOR THE DEFIBRILLATOR UNIT PLUS REPLACING STRUCTURE

Cllr Mann reported that upon further inspection the telephone box that housed the Defibrillator would require an Electrician to install a light.

Cllr Kemp stated that she would be able to source an Electrician. **Cllr Kemp to action.**

GFPC50/26/27 - NEWSLETTER

There was nothing to report.

GFPC51/26/27 - SWIMMING POOL

Cllr Waspe reported that he had met with Will Fenton, who worked locally on rivers and streams, who was very interested in helping with the project. He was very informative and had ideas on how to stop the erosion of the swimming pool.

Cllr Waspe stated that a lot was happening and the project ongoing.

GFPC52/26/27 – PLAY AREA

a) Inspection Report

Cllr Mann reported that the annual inspection report had been received with any risks being noted as the same as in previous years.

He confirmed that the tarmac patch had been repaired.

GFPC53/26/27 - VILLAGE MAINTENANCE AND OPEN SPACE MANAGEMENT WORKING GROUP

a) Speed Indicator Device (SID)

Cllr Mann reported that the SID needed a replacement with a solar operated camera, on Purple Hill as the batteries were not working and new ones would be difficult to change. The quote received from ElanCity was £2,389.99 (net). It was noted that the post was already in situ from the old current sign.

Cllr Morgan stated that he would apply again for locality funding towards the purchase of the SID. **Cllr Morgan to action.**

Further discussion took place in relation to other SIDs in the village and whether it would be beneficial to purchase an additional bracket and solar panel to then be able to move the new SID around to other locations.

It was AGREED: That a replacement SID be purchased for Purple Hill.
That a further quote be sought for additional brackets and solar panel.
Cllr Burton to action.

b) Low Level Solar Lighting options for Car Park and Football Ground Car Park

Cllr Mann suggested that the EV charger could be fed into this should lighting be installed. He suggested that the lighting ideas be put on hold until the EV option was investigated further and if successful, lighting could be considered as a new electric feed would be needed for the EV charger.

On other matters Cllr Mann reported that the vandalised fence by the tyre swing had been replaced and yellow lines had been painted in the play area car park by Cllr Waspe. The next Maintenance Working Party would be held in November, date and activity to be confirmed. Other smaller jobs were being handled on an adhoc basis.

GFPC54/26/27 - FLOOD WORKING GROUP

Cllr Mann reported that the initial grant application had been refused and replaced by locality funding, so a new application had been submitted.

GFPC55/26/27 - BIODIVERSITY ACTION GROUP

Cllr Tarabella and Mary Smyth had met and walked around parish land with the aim to put together an inventory of plants in the areas and to note which areas may benefit from additional planting. Also, any actions needed to maintain the current level of diversity. All the information would be included in the Biodiversity Action Plan.

She explained that following recent email liaison with Richard Parmee, Biodiversity Manager at the District Council, in relation to the free trees, she would set up a meeting with him.

A planned 'Family Day' event in the village would be an opportunity to liaise with residents to gather their views on a potential small community orchard on the area adjacent to the youth shelter, as the project would require evidence of community support.

Mary Smyth reported that there would be an article in the June Newsletter, to try and engage residents to think about biodiversity in their gardens and in the Parish and how they could help support it.

GFPC56/26/27 – EMERGENCY PLAN

There was nothing to report.

GFPC57/26/27 - FOOTPATHS

There was nothing to report other than it was noted that a footpath had been reinstated over a farmer's field, which was reported at the last meeting.

GFPC58/26/27 - MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Graveyard provision
- Local Government Re-organisation email circulated by Clerk – Cllr Tarabella looked further into it and noted that there would be 65 Councillors for the area covering 51 wards. The Ward which would include Great Finborough was planned to be called 'Finborough'
- War Memorial – Slight subsidence. Conversations had with Gardening Club as to ideas of what could be done around the memorial to improve its appearance. Permission may be required - Next Agenda
- Purchase of Beacon – Next Agenda

GFPC59/26/27 – 2026/27 MEETINGS

Monday, 15th June 2026

Monday, 13th July 2026

Monday, 21st September 2026

Monday, 19th October 2026

Monday, 19th November 2026

Monday, 14th December 2026

Monday, 18th January 2027

Monday, 15th March 2027

GFPC59/26/27 - DATE OF NEXT MEETING

It was AGREED: That the next meeting of the Parish Council to be held on Monday, 15th June 2026 at 7.30pm

The meeting finished at 9.18pm

Chairman: Dated: