Rushmere St Andrew Parish Council

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Minutes of the Environment and Services Committee meeting held on Tuesday, 21st July 2026 at 7.30pm at St Andrew's Church Hall

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CHAIRMAN:	Cllr J Wright
PRESENT:	Cllr R Whiting, Cllr B Ward, Cllr M Odam, Cllr M Newton, Cllr Wright, Cllr Nunn
APOLOGIES:	Cllr Francis, Cllr Taylor
CLERK:	Mrs S Stannard.
ALSO PRESENT:	Cllr A Jeffreys. Members of the Public 1

1. **APOLOGIES & APPROVAL OF ABSENCE, PROTOCOL AND CONDUCT REMINDERS**

   RESOLVED: Approved as above.

2. **TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THURSDAY 21ST MAY 2026**

   RESOLVED: The minutes of the Environment and Services Committee meeting held on the 21st May 2026 be signed by the Chairman.

3. **DECLARATIONS OF COUNCILLOR INTEREST**

   Cllr Wright declared a non-pecuniary interest in SCL Landscape Management and KJ Fencing.

4. **PUBLIC PARTICIPATION**
   a. **To Identify Public Participation with Respect to Items on this Agenda**
      Cllr Wright made councillors aware that Item 5c will be deferred to a future meeting. Circumstances have changed since publication of the agenda. Councillors noted this.

   b. **Public Forum – Members of Public/Parish Councillors May Speak on Any Matter**

      An allotment tenant made councillors aware of the impact of the new fence installed at the allotments on his allotment plot. He asked that the matter be considered and resolved by the Parish Council.

5. **ALLOTMENTS**
   a. **Feedback from the Allotment Manager**

      Cllr Wright provided an update on allotments. NOTED

b. To consider and agree Phase 2 of rationalisation of compost and manure bins at the allotments

An update was provided to councillors. Phase 1 of the rationalisation has now been completed. Phase 2 was discussed.

RESOLVED: To give allotment tenants with compost bins at the top of the allotments four months' notice that the bins will be rationalised, and to give tenants with manure bins at the top of the allotments one year's notice that the bins will be rationalised.

c. To consider and agree moving of shed at allotments

Item deferred to future meeting.

d. Other Matters

Correspondence was received from allotment tenant about impact of new fence on his allotment plot. This was discussed under item 4b of the agenda.

6. ENVIRONMENT AND LEISURE

a. To consider and agree action regarding rocker and safety surfacing at Yew Tree play area

1. The rocker at Yew Tree play area has missing bolts and is loose on its base. It is no longer fit for purpose and is high risk. Three quotes were sourced for the removal of the rocker and repair of the play surface from Playquip, Playdale and Kompan. The most cost-effective quote was received from Playquip. Councillors discussed the merits of replacing the play equipment with a new piece of equipment but**,** a replacement was not considered appropriate.

RESOLVED: To appoint Playquip Ltd at a cost of £654.00 + VAT to remove the rocker at Yew Tree play area and repair the play surfacing as per their quote.

b. To agree working group to proceed with development of Kelvedon Sensory Garden

Grant funding was received from East Suffolk Council and Suffolk County Council to add sensory elements to Kelvedon Sensory Garden.

RESOLVED: To establish a working group consisting of Cllr. Wright, Cllr. Whiting, Cllr. Sayles and Cllr. Silburn to implement the sensory elements as per the funding proposals.

c. Update on Broke Hall Playing Field proposals

The Clerk had discussions with Playquip to draw up proposals for Broke Hall playing field. Cllr Wright has identified residents who can assist with ideas for new play equipment.

RESOLVED: Cllr. Wright and Clerk to have site meetings with Playquip and to request details to submit funding application.

d. To consider and agree solicitor land transfer to Parish Council at Bixley Farm

Parish Council agreed that environment and services select an appropriate solicitor to transfer land at Bixley Farm from Chater Landholdings Ltd. To the Parish Council. Three quotes were sourced from Birkett's, Bates Wells and Braithwaite and Attwells Solicitors. Chater Landholdings has offered to pay £2,500.00 to Solicitor's cost of the Parish Council. The three quotes were discussed, and it was agreed that the Parish Council has received the best service from Birkett's Solicitors in the past. They were not the cheapest quote, but it was stated that it is important that a solicitor be appointed that would carry out all due diligence.

RESOLVED: To appoint Birkett's Solicitors at a maximum of £5,000.00 + VAT for the land transfers at Bixley Farm from Chater Landholdings Ltd to the Parish Council.

e. To consider and recommend to Parish Council earmarked reserves for tree work

The clerk informed councillors that there is sufficient money in general reserves to transfer £5,000.00 to a new earmarked item for tree maintenance.

7. ROADS, VERGES AND FOOTPATHS

a. Update on SIDs and Speedwatch

Cllr. Wright provided an update on SIDs and Speedwatch.

NOTED:

b. Update on Foxhall Road Crossing

Cllr. Wright provided an update on Foxhall Road Crossing.

NOTED:

c. To consider and agree action regarding HGV map

Cllr. Elaine Bryce forwarded the current HGV proposals to the Parish Council. Councillors considered this

RESOLVED: To request HGV map with Kesgrave area as well as this will impact on parish and request information on consultation process and timescales.

8. CEMETERY

a. To consider and agree clearing of weeds at ditch at cemetery

Cllr. Wright updated informed councillors that the ditch will need clearing. It was hoped that the Parish Handyman can clear the ditch at the cemetery under his current contract. However, it is too deep and quotes will have to be sourced.

RESOLVED: To defer this item to the next meeting.

9. TO NOTE CORRESPONDENCE RECEIVED

Discussed under item 5d.

10. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Issues raised by allotment tenants

Cemetery ditch

11. CLOSE OF MEETING

The Chairman closed the meeting at 20.25 pm.