Rushmere St. Andrew Parish Council

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Minutes of the Parish Council meeting held on 16th July 2026 at 7.30pm at St Andrew's Church Hall

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CHAIRMAN:	Cllr R Whiting
PRESENT:	Cllr R Whiting, Cllr J Wright, Cllr B Ward, Cllr R Nunn, Cllr M Odam, Cllr R Silburn, Cllr A Sayles, Cllr A Jeffreys
APOLOGIES:	Cllr M Brown, Cllr S Taylor, Cllr P Phillpot, Cllr D Francis, Cllr M Newton, Cllr P Blundell
OTHER PRESENT:	
CLERK:	Mrs S Stannard
ALSO PRESENT:	3 Members of the public

1. **APOLOGIES, APPROVAL OF ABSENCE, PROTOCOL & CONDUCT REMINDERS**
   RESOLVED: To approve the apologies for absence received as above.

2. **DECLARATIONS OF COUNCILLOR INTEREST**
   Cllr Wright declared a non-pecuniary interest in SCL Landscape Management Ltd and KJ Fencing.

3. **TO FILL A PARISH COUNCIL VACANCY BY CO-OPTION**
   A vacancy had arisen in the Beech Ward and East Suffolk Council had confirmed that the Council could co-opt. One candidate was interested in being co-opted for the vacancy and gave a short presentation about what she would bring to the councillor role. The candidate left the room.

   RESOLVED: To co-opt Mrs Smith to fill the vacancy in the Beech Ward; she signed the Declaration of Office, witnessed by the Clerk, and joined the councillors.

4. **TO SIGN, AS A CORRECT RECORD, THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18th JUNE 2026**
   RESOLVED: that the minutes of the Parish Council meeting held on the 18th June 2026 be signed by the Chairman as a true record and adopted by the Council.

5. **PUBLIC PARTICIPATION**

   a. **Members of Public/Parish Councillors may Raise Items Relating to this Agenda or any Matter Concerning the Parish**

   An allotment tenant attended the meeting and made councillors aware of the impact of the newly erected fence on his allotment plot. The tenant was requested to write to the Council, after which the matter would be considered at a future meeting. Cllr Wright updated councillors on recent Community Speedwatch activities. Cllr Odam raised concerns about the lack and inconsistency of rubbish collections in the parish. This will be referred to East Suffolk Council.

   b. **District Councillor's Report**
   A District Councillor's Report was distributed to councillors prior to the meeting.
   Matters arising: None

   c. **County Councillor's Report**

   [Cllr Jeffreys joined the meeting].
   A County Councillor's report was distributed to councillors prior to the meeting.
   Matters arising: Cllr Jeffreys provided a verbal update at the meeting. This included an update on the proposed pedestrian crossing at Foxhall Road and the cycle route along Woodbridge Road. Cllr Jeffreys will inform the Parish Council of the consultation period for the proposals. The Parish Council will comment on this proposal at a future meeting.

6. **TO NOTE THE MINUTES OF THE ENVIRONMENT AND SERVICES COMMITTEE HELD ON 21st MAY 2026**

   The minutes of the environment and services committee meeting were distributed prior to the meeting.
   NOTED: draft minutes were noted.

7. **FINANCE**

   a. **To note expenditure authorised under delegated authority**
   None.

   b. **Other Matters**
   None.

8. **TO CONSIDER AND AGREE REMEDIAL WORK TO BE CARRIED OUT AT THE LAWN CEMETERY FOLLOWING RESULTS OF TOPPLE TEST**
   Masters Ltd carried out a topple test at the cemetery. A quote for the remedial work was received from Masters Ltd. Other quotes were not requested since Masters had all the information relating to the topple test and remedial work required. They are therefore best placed to complete the remedial work.
   RESOLVED: To appoint Masters Ltd at a cost of £4,000 + VAT to complete the remedial work as identified in the 2026 topple test and as per their quote.

9. **TO CONSIDER AND AGREE SUBMISSION OF FUNDING PROPOSAL FOR IMPROVEMENTS AT LIMES POND**
   Cllr Whiting provided councillors with more information on this item. Current proposals are to improve the visibility at junction at Limes Pond and replace the current fencing with fencing that would enhance the character of the area and provide more opportunities for residents to enjoy the pond.
   RESOLVED: That the Clerk prepare and submit a funding proposal to East Suffolk Council for the replacement of the fencing at Limes Pond and improve visibility at the junction at Limes Pond.

10. TO CONSIDER AND AGREE STUDENT WORK EXPERIENCE DURING SUMMER HOLIDAYS

A report was distributed setting out the benefits of employing a student during the holiday period and tasks that would be allocated to the student. A student has done voluntary work with the Parish Council for some time and has been doing very well. There is sufficient budget in the salary item to cover holiday work for the student. Councillors discussed the merits of this item.

RESOLVED:

To appoint Lucy Lewis in the temporary position of Student Administrative Assistant on a fixed-term contract of six weeks, working 15 hours per week during the school holidays, on NJC SCP 3.

11. GENERAL PARISH MATTERS & CORRESPONDENCE

a. General Parish Matters

No matters arising.

b. Correspondence received

A resident contacted the Parish Council regarding speeding and parking issues in Brendon Drive. Clerk to ask resident to contact County Councillor Alistair Jeffreys. A Freedom of Information Request was received regarding the fence installed at the allotments. Councillors noted this.

12. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Cycle Route Woodbridge Road

13. CLOSE OF MEETING

The Chairman closed the meeting at 8.15pm.