STRADISHALL PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Monday 6th July 2026.

Councillors present: Ian Hutchinson (Chair), Adrian Lee, Louise Latarche, Jonathan Masefield, Ed Hollingsworth and Debbie Gates.

Also present: Joanne Kirk (clerk), District Councillors Karen Richardson and Marion Rushbrook and 9 members of the public.

1. **Acceptance of apologies for absence**
   Apologies were received from parish councillor Robert Deeks and the reason for absence accepted. County Councillor Bobby Bennett also sent her apologies.

2. **Declaration of Interest in items on the agenda and dispensation requests.**
   Cllr Debbie Gates declared a Disclosable Pecuniary Interest (DPI) in item 11a on the agenda, the planning application for Stradishall Garage. This means that she can make a representation as a member of the public during the public session but not take part in the Parish Council's discussion or vote. She agreed to leave the meeting when this item is discussed. No dispensation requests were received.

3. **Approval of minutes of the Annual Meeting of the Parish Council held on Monday 11th May 2026.**
   It was resolved that the minutes were correct. The chairman signed them.

4. **Public session.**
   The following issues were raised during the public session:
   a) Planning application DC/26/0877/FUL
      - The main concerns related to highways safety. No swept path analysis has been provided by the applicant to show how lorries can enter and exit safely when cars are also entering and exiting the site.
      - There has been a large increase in traffic on the A143, in particular HGVs, as a result of the prison expansion. This will increase the risk of a collision.
      - The garage is opposite a very busy junction. No visibility splays have been provided. Residents of the Highpoint Estate, prison staff and school children cross the road at that point to access the shop and post office and to use the bus stop. This is unsafe already as there is no crossing or pavement, without any increased traffic.
      - The applicants projected traffic movements are high which will lead to a lot of vehicles entering and exiting the site. People will spend longer to use the shop, car wash and to buy food which means that there is a potential for parking places provided or spaces at the pumps to be occupied for long periods of time which will impede the flow of traffic.
      - Only 3 staff parking places are provided, when it is likely that more than 3 staff will be employed.
      - Disabled parking and EV charging spaces do not have much room to manoeuvre especially if other car parking spaces or spaces at the pumps are occupied.
      - It is unclear from the application about the drainage on the site. There have always been a lot of issues with drainage in this area. This is an ongoing problem for existing businesses without the addition a larger development. It is not clear where waste will be discharged. Currently waste water is being discharged into local ditches. The garage will not be able to do this as it the surrounding ditches are private property. It would have to be pumped into a main drain. The nearest one is on the Highpoint Estate which is also on private land. There is a risk that the drainage system will collapse as it is already under pressure including on the Highpoint Estate.
      - Only one toilet is provided for staff and members of the public.
      - One resident does not believe there will be enough footfall to sustain 3 businesses. It is possible that the post office would have to close which would be detrimental to the local community with the loss of an important rural facility.
      - The takeaway facility will lead to increased litter along the A143.
      - There are no pavements along the A143 for pedestrians from the prison.

b) The proposal for a Forest City between Newmarket and Haverhill. Cllr Richardson said that Nick Timothy is leading a campaign to challenge it and if parish councils do not support it, they need to raise their objections with him. Aside from the loss of farm land, East Anglia already has challenges with water supply which will only be made worse if the proposal goes ahead.

5. County Councillor's Report.

No report was received.

6. District Councillor's report.

Cllr Karen Richardson spoke about the recent changes to the bin system with the move towards better recycling. One resident said that there was an issue with finding space outside their property for the different bins.

The Chair, Ian Hutchinson, said that there had been an issue getting through to West Suffolk Council on the phone as calls have been diverted to queries about bins.

7. DC/26/0877/FUL - Planning application - a. demolition of the existing shop (Class E), MOT garage (B2), canopy, pump islands and other associated structures b. new shop (Class E) with hot food takeaway unit (Sui Generis) c. installation of new pump islands, pumps and canopy d. replacement offset fillers and underground tanks e. hand car wash f. car parking, infrastructure and landscaping.

This item was moved up the agenda by the Chair. It was resolved that Stradishall Parish Council would object to this application for the following reasons:

- **Highways safety.**

  The issues of highway safety have not been mitigated sufficiently to reduce the risk to vehicles travelling along the A143 and pedestrians crossing the A143 from the Highpoint Estate.

  There has been a large increase in traffic along the A43, in particular HGVs, as a result of the expansion of HMP Highpoint. An increase in HGVs entering the garage will increase the risk of an accident. The garage is opposite a very busy junction. School children, residents of the Highpoint Estate and prison workers cross at this point to reach the shop and café or the bus stop on the A43 near the garage. This is already dangerous, especially at peak times as there is no pedestrian crossing point and no safe place to cross. No visibility splays have been provided by the applicant which take into account this risk. The Transport Assessment at 2.2.7 mentions NPPF 115 - 'safe and suitable access to the site can be achieved for all users'. This is clearly not the case. It is not acceptable to put pedestrians at increased risk at this location without the provision of a safe crossing point.

  No swept path analysis has been provided by the applicant to show how HGVs can enter and exit the site safely when cars are also entering and exiting the site. The applicant's Transport Assessment states at 5.2.3 'As shown above and in summary, the proposals would likely generate or attract approximately 2-3 vehicle trips every minute during the network peak period'.

  If an HGV is delivering to the site or a tanker is delivering fuel, there is not enough space for any additional HGVs to enter the site to refuel, which means that they will have to queue on the A143. Any risk of this happening is unacceptable. When deliveries take place to Best One, they have to park on the A143. It is extremely precarious for vehicles trying to overtake the parked truck being unloaded, blind, and this also interacts with Lancaster Way traffic entering and leaving. This is exacerbated by the fact the A143 has a slight curve in this location, which further cuts visibility. This creates a collision risk between cars heading towards Haverhill and cars coming in the opposite direction which have pulled out to overtake a delivery lorry. This will be particularly dangerous at peak times. Any additional risk of HGV's or vehicles having to wait on the A143 at this site will greatly increase the risk of a collision.

- **Parking**

  Although more parking spaces have been provided, the addition of a shop and hot food take-away means that people buying petrol will stay in the shop longer as will visitors using the parking spaces. This could lead to the flow of vehicles at the petrol pumps being impeded. If a vehicle fills up and then chooses to park in one of the designated spaces, because of the in and out entry system, only two parking spaces would be available on the eastern side as the other two are EV chargers (spaces 15 – 18).

For larger vehicles, exiting any of the pumps other than the lane nearest the road is extremely tight particularly if the walkway is to be protected and cars are parked in bays 15 – 18.

All vehicles using parking spaces 4 to 14 on the left-hand side will have to exit via the pumps, creating more potential gridlock. If vehicles leaving these spaces are blocked by vehicles already on the pumps, this in turn potentially blocks further users entering the filling station from the A143 and could lead to queuing on the road.

For the size of the site, Stradishall Parish Council does not believe that 3 staff parking places will be sufficient.

The disabled parking and EV charging spaces do not have much room to manoeuvre, particularly if the other parking spaces or refuelling spaces are occupied. This would put pedestrians at risk, even with the designated walkways and could potentially make the spaces unusable.

- **Drainage**
  Although a water treatment facility is provided in the application, it is unclear where the treated water will drain away to. Drainage is an ongoing issue which affects the site and neighbouring businesses. There is no mains drainage and currently waste water is being discharged into local ditches. The garage will not be able to do this as the neighbouring land is private property. To access mains drainage, the nearest mains drainage is on the Highpoint Estate which is also private land. There is a risk that the drainage system will collapse as it is already under pressure including on the Highpoint Estate.
- **Toilet facilities**
  Only one toilet is provided for staff and members of the public. Stradishall Parish Council does not believe that this is sufficient, especially as hot food and drinks will be sold on site. As stated by Commercial Environmental Health, the toilet should not be next to the hot takeaway facility either.
- **Impact on residential amenity**
  Stradishall Parish Council does not believe that limiting use of the car wash to the hours of 6am to 10pm is acceptable in a rural area. The hours should be reduced to minimise the impact on the neighbouring property.
- **Possible loss of the Post Office**
  If there is not enough footfall to sustain the three businesses in the area, it is possible that the post office would have to close which would be detrimental to the local community with the loss of an important rural facility at a time when rural communities are already struggling.
- **Litter**
  Litter is already an issue along the A143. The addition of a takeaway facility will lead to increased litter from drivers throwing left over packaging out of their cars.

8. Police issues and speeding update.

May - Two crimes (threats to kill and making off without payment) were reported in Stradishall in May.

June

An assault was reported in Stradishall.

The safety camera van was in Stradishall in March and caught 9 people going over the speed limit again in May when 18 drivers were caught exceeding the speed the limit.

9. HERA update.

The next HERA meeting is next week so there is no update yet.

10. To receive an update on the list of actions agreed at the last meeting.

There are no outstanding councillor actions.

11. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- HMRC – PAYE - LGA 1972, s111 - **£184.60**
- J P Kirk – expenses - LGA 1972, s111 – **£15.33**

- Mortimer Contracts – replacement frame for basket swings – Open Spaces Act 1906, ss.9 and 10 - **£3,345 + VAT (total £4,014).** Stradishall Parish Council received a Rural England Prosperity Fund Grant of £2,187 to cover part of the cost.
- Contribution to café to cover costs for meetings - LGA 1972, s111- **£**200.00.

The insurance premium was less than the amount approved at the last meeting. It reduced to £557.89 from £651.87 as there was an offer for councils taking out Long Term Undertakings.

Cllrs Jonathan Masefield and Louise Latarche checked and signed the Schedule of Payments.

b) Approval of payments authorised between meetings

No payments were authorised between meetings:

c) Statement of receipts and payments made since the last meeting.

Receipts

Date	Description	Customer	Total
11/05/2026	Bank interest received	Lloyds Bank	£8.51

Payments

Date	Minute	Description	Supplier	Total
12/05/2026	391/11a	Clerk's expenses	J Kirk	£40.20
12/05/2026	391/11a	SALC subscription	Suffolk Association of Local Councils	£247.01
12/05/2026	391/11a	Internal audit fee	Mrs C Whitaker	£85.00
12/05/2026	391/11a	Churchyard maintenance	Stradishall PCC- St Margaret's Church	£600.00
01/06/2026	353/10e	Grass cutting	Josh Barrett	£160.00
18/05/2026	353/10e	Grass cutting	Josh Barrett	£160.00
18/05/2026	392/11b	Insurance	Business Services at CAS Ltd	£557.89
19/05/2026	381/9e	Bank charges	Lloyds Bank	£4.25
19/06/2026	381/9e	Bank charges	Lloyds Bank	£4.25
Staff costs as per confidential cashbook				

d) Bank balances and confirmation of bank reconciliation as of 30th June 2026.

Lloyds bank current account	£2,433.13
Lloyds reserve account	£26,274.10
Total in Banks	**£28,707.23**

Cllrs Jonathan Masefield and Louise Latarche verified and signed the bank statements.

e) Approval of the continued use of electronic banking and BACS payments, the Council's banking arrangement with Lloyds, and the use of variable direct debit or standing order where appropriate.

It was resolved that Stradishall Parish Council would continue to use electronic banking and BACS payments, the Council's banking arrangement with Lloyds, and the use of variable direct debit or standing order where appropriate.

f) Update on the inspection of council property.

Cllr Adrian Lee had inspected council property. The only issue raised was the graffiti on the bus shelter.

g) VAS warranty.

The cost of the warranty is £199 per year, not for 3 years. It was resolved that the Parish Council would take out the warranty anyway as the cost of repairs would be much higher than the annual cost.

h) New HMRC mileage rate.

The new HMRC mileage rate is 55p a mile.

12. Planning.

a) New West Suffolk Local Plan initial resident's consultation. The consultation period is from 16th June – 28th July 2026 – for information only.

b) Planning applications received after the agenda was published.

DC/26/1003/TCA	8 Cricket Meadow, Stradishall	Group of field maples (1 on plan) overall crown reduction by two metres

Councillors agreed that the work was not controversial. It was resolved that the clerk would submit a response of no objections using her delegated powers.

13. To discuss any highways/Rights of Way issues/tree/transport issues.

a) Update on the progress of the pedestrian crossing signs on the A143.
Locations have now been agreed with Highways for the four signs. It was resolved that the clerk would apply for a Street Furniture Licence (cost £180). Once that has been approved, it was resolved that the clerk would purchase four Pedestrians on Road signs and 3 posts (two for the Pedestrians on Road signs and one for Edmunds Hill).

b) Registering for Suffolk County Council's ANPR scheme.
It was resolved that Stradishall Parish Council would register for the ANPR scheme.

c) Resubmitting a request for a 30mph speed limit on the A143 near Highpoint Prison and Café 33.
It was resolved that the clerk would resubmit a request to County Councillor Bobby Bennett.

d) The possibility of applying for a 20mph speed limit in Stradishall village.
It was resolved that a survey would be carried out first to find out if residents would support the scheme.

14. To discuss the following playing field issues:

a) Latest monthly play inspection report.
There is one moderate risk item but this has been resolved as the swing frame has been replaced. It was resolved that the Parish Council would budget to replace the remaining wooden swing frame.

b) Painting of the cricket pavilion.
Volunteers have repainted the cricket pavilion with two coats of paint however a third coat is required. It was resolved that a payment of up to £100 for more paint and a voucher for the volunteers for a bacon roll and a drink at Café 33 would be approved.

15. Review of the Council's policy documents.
It was resolved that the following amendments would be approved:

a) Financial Regulations.
No changes were made.

b) Updated Standing Orders.
The meeting time was changed to 6pm.

c) Scheme of Delegation.
The word chairman was changed to chair.

d) Contact Privacy Notice.
No changes were made.

e) Updated Unauthorised Encampment Policy.

f) Procedural policies as listed in appendix A.

g) Freedom of Information, data protection policies and policies for dealing with the press/media. as listed in appendix B.

h) Employment policies and procedures as listed in appendix C.

i) Other policies as listed in appendix D.

j) Planning documents listed in appendix E.

16. To discuss any village issues.
No issues were raised.

17. To discuss any correspondence.

a) Information from Phonely about the switch over to digital landlines which is due to be completed by 27th January 2027.
The UK's old landline phone network is being switched off by January 2027 and replaced with digital phone services delivered via broadband.

Many residents will not notice a major difference, however some older home phones, telecare devices, pendant alarms and monitored home alarm systems may be affected and could require updating before the switch takes place locally. Residents are encouraged not to wait until the last minute and to contact their provider to:

- ask when their area is scheduled to switch
- check whether their current phone will still work
- check any telecare or alarm systems
- ask about emergency backup during power cuts

The full resident guide is available here:
https://www.phonely.co.uk/uk-digital-landline-switchover

b) Letter from Kedington Parish Council about the possibility of requesting a weekend and evening bus service along the A143 to Bury St Edmunds.

The last bus back to Stradishall from Bury St Edmunds arrives back at about 6pm. This makes it difficult for teenagers to get home if there are any late afternoon or evening activities and for people attending later hospital as well as evening events. It was resolved that information would be included on the Stradishall Facebook page and in the newsletter asking if there was a need for later and weekend services.

c) Email from West Suffolk Council giving details of an application for a Street Trading Licence for a food van on the A143 – for information only.

18. Any other business for noting or including on the agenda.

The following issues are for including on the next agenda:

- Request by some residents for the decision not to adopt the phone box in The Street to be revisited.
- The proposal for a Forest City between Newmarket and Haverhill.

19. To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information

a) To discuss staffing matters.

It was resolved that members of the press and public would be excluded.

There being no further business the meeting closed at 7.52pm.

Signed …… (Chairman) Dated ……

Appendix A – Procedural policies

- **Complaints Procedure.**
  The word chairman was changed to chair.
- **Procedure for Dealing with Correspondence.**
  No changes were made.
- **Procedure for the Public Session.**
  The word chairman was changed to chair.
- **Co-option Policy.**
  No changes were made.
- **Email policy for councillors.**
  Paragraph 3 was amended from:
  With the introduction of GDPR in May 2018, consent is required to hold the contact details of a member of the public. The clerk keeps a record of when consent was obtained. If you receive an email from a member of the public, it is Parish Council policy to forward it to the clerk who can obtain the necessary consent. The clerk will then respond to the email in line with the Parish Council's protocol for dealing with correspondence.

  To

If an email is sent to a parish councillor, it is the Parish Council's policy to forward it to the clerk. The clerk will then respond to the email in line with the Parish Council's protocol for dealing with correspondence.

- **Electronic Communication Policy.**
  No changes were made.
- **Code of Conduct**
  No changes were made. The SALC model code of conduct was used as a template.
- **Persistent and vexatious complaints and correspondence policy.**
  No changes were made.

Appendix B – Freedom of Information, data protection policies and policies for dealing with the press/media.

- **Data Protection and Information Management Policy.**
  No changes were made.
- **Social media policy.**
  The word Twitter was changed to X and WhatsApp added.
- **Filming and Recording at Meetings Policy.**
  The word Twitter was removed and chairman changed to chair.
- **Subject Access Request Policy.**
  No changes were made.
- **Procedure for Handling Requests for information.**
  No changes were made.
- **Freedom of Information Publication Scheme.**
  No changes were made.

Appendix C - Employment policies and procedures.

- **Equal Opportunities Policy.**
  No changes were made.
- **Sexual and General Harassment Policy and Procedure.**
  The word chairman was changed to chair.
- **Disciplinary and Grievance Policy.**
  The word chairman was changed to chair.

Appendix D – Other policies.

- **Volunteer Policy**.
  No changes were made.
- **Hedge Policy.**
  No changes were made.

Appendix E – Planning documents

- **The Role of Stradishall Parish Council in Dealing with Planning Applications.**
  This document has been amended to reflect the fact that the rules for making planning decisions have changed and that most planning applications will be decided by planning officers.
- **Planning applications and how to respond.**
  This document has been amended to reflect the fact that the rules for making planning decisions have changed and that most planning applications will be decided by planning officers. A link to the section on commenting on planning applications on the West Suffolk Website has also been provided.