

Reydon Parish Council

Ann Dobson – Clerk to the Council

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Minutes of the Annual Parish Council Meeting held at Reydon Village Hall on 21st May 2026 at 6.30 pm.

Present: Cllr Linda Coe, Cllr David Panther, Cllr Kalvyn Friend, Cllr Kim Harvey, Cllr Chris Dixon, Cllr David Eccles, Cllr Mike Medland. **Clerk:** Ann Dobson

There were no members of the public present.

1 Opening and Election of Chair

Cllr Linda Coe welcomed everyone and said that the first task was to nominate the Chair. Cllr David Panther nominated Cllr Coe to continue as Chair and Cllr Kalvyn Friend seconded the nomination with all in favour and the Declaration of Office to be signed.

2 Election of Vice Chair

The Chair began by saying that Cllr David Panther had agreed to stay on as Vice-Chair for her first year as Chair and how grateful she was to him for this. However, he had decided to step down as Vice-Chair for the coming year and a new Vice-Chair would need to be appointed. The Chair went on to say that she had spoken with Cllr Dominic Knight who was not present, to see if he would be willing to take this on should he be nominated and he had sent in written confirmation to her to say he would. The Chair went on to nominate him for the role and this was seconded by Cllr Kalvyn Friend. There were no other nominations and all were in favour of Cllr Knight, with the Declaration of Office to be signed.

3 Apologies for Absence

There were apologies for absence from Cllr Dominic Knight, Cllr Sarah Jerman, Cllr Adele Coleman and Cllr Dale Goldsmith and these were duly accepted by the Chair and Councillors.

4 Public Forum and Councillor Reports

There were no members of the public present and no District or County Councillors. It was agreed that the Clerk would invite the new SCC Councillor to the next Meeting.

ACTION: Clerk to contact the new SCC Councillor.

5 Declarations of Interest

There were no declarations of interest.

6 Minutes of Last Meeting

The Minutes of the Parish Council Meeting on 9th April were unanimously agreed to be authorised by the Chair and were duly signed.

7 Matters Arising from the Minutes

There were no matters arising.

8 Appointment to Statutory Bodies and Representatives

PC Rep for SALC – Cllr Linda Coe

PC Rep for Village Hall Committee – Cllr David Eccles, Cllr Kim Harvey, Cllr Kalvyn Friend

PC Rep for LionLink and NSIPS – No-one at present

PC Rep for ESPA – Cllr Kalvyn Friend

PC Rep for Stakeholder Advisory Group – Southwold Harbour – Cllr Chris Dixon

Volunteers for Emergency Plan – Cllr Linda Coe

9 Committees and Working Groups

To confirm Members and Chairs (where appropriate) for the following:

Planning Committee

Highways Committee

Finance Committee

Reydon Vision and Strategy Group

Employment Working Group

Green Spaces Working Group

COLC Working Group

Footpaths Working Group

Working Group to Liaise with Southwold Town Council – Cllr Linda Coe and Cllr Kalvyn Friend

WW1 Pillbox Working Group

The Members and Chairs (where appropriate) were confirmed as correct, apart from the additions above.

The Clerk was asked to circulate the current Vision and Strategy document and this was to be added to the June Agenda for all to discuss.

ACTION: Clerk to circulate the Vision and Strategy Document to all Councillors.

10 Clerk’s Report

There was unanimous agreement for the scope and effectiveness of the internal audit which reported on the adequacy of the system of internal control within the Parish Council.

The Clerk confirmed that she had circulated the recent CIL and Precept letters in the sum of £95,952.93 and £17,422.81 respectively.

The Councillors unanimously approved the reviewed statutory policies as follows (already circulated): Statutory Powers for Payments (included in Local Councils Explained document circulated), Freedom of Information and Model Publication Scheme, Standing Orders, General Reserves Policy.

The March Crime Figures were as follows:

| Location | Mar-26 | Total 8 crimes |
|----------------------|--------------------------|-----------------------|
| | Details | Outcomes |
| Shaddick Road | Other crime | Under investigation |
| School Lane | Violence/sexual offences | Under investigation |
| Barbrook Green x 2 | Violence/sexual offences | Under investigation |
| Bridgefoot Corner | Antisocial behaviour | N/A |
| St. Margaret's Court | Antisocial behaviour | N/A |
| Seaview Road | Public order | Under investigation |
| Queens Road | Public order | Under investigation |

11 Highways Committee (DP)

Cllr David Panther said that he did not have much to add to the Minutes that had already been circulated from the Meeting in early May but that the Highways Committee was going to really miss the presence of SCC Cllr Michael Ladd who had given such support for many years to the Committee. He went on to say that the new Councillor would have more parishes to cover so may not be able to attend the Parish Council or Highways Committee Meetings so often, but as stated above, the Clerk was to make contact as a first step.

There was a brief discussion about the possible re-application for the 40 mph limit on the A1095 and Cllr David Panther read out the police report from the previous application. It had been decided to collect the data for now from the anaerobic digester traffic and the forthcoming traffic surveys and then look at this again. Cllr Panther went on to say that the Community Engineer had been asked about the effectiveness of Deer Signs and had commented that after a few months these ceased to have an impact.

12 Finance Committee (RFO/DK)

Cllr Dominic Knight had sent in his report as follows:

"I am sorry that I cannot be with you in person this evening. As the risk of being repetitive, as I'm sure you have all read the Finance Committee minutes that have been circulated, here is a brief summary:

The committee met on Wednesday, 6th May to review the year-end figures for the period ending 31st March. I am pleased to report that the Parish Council concluded the financial year with an overall surplus, placing us in a strong position for the start of the new financial year.

During the meeting, we also reviewed our Community Infrastructure Levy expenditure and the current CIL balance. It was agreed that a further review will be conducted at the July Parish Council meeting, following the deadline for any final applications. No amendments to the current working budget were required at this time.

Finally, the Clerk reported that the internal auditor was fully satisfied with the Council's financial records and overall record-keeping. A few minor procedural recommendations were noted, which we will address and rectify over the course of the coming year. Given the stable position of our finances, the committee has agreed to move to a six-monthly meeting schedule, with the next meeting planned for October 2026."

13 Green Spaces Working Group (MM)

MUGA and Pump Track to discuss:

Cllr Mike Medland had circulated a considerable amount of information about Pump Tracks. He said that, if agreed by the Councillors, one of the companies had offered to bring their Pump Track, plus bikes, helmets etc, to the Recreation Ground for a day. It would be fully staffed and insured. Then they would leave for a further six days for the residents to try it out. The cost of this would be £2,500. It was agreed that Cllr Medland would ask the company for possible dates in the summer holidays for this so it could be possibly be turned in to a Fun Day and then at the June Meeting this could be voted on.

ACTION: Cllr Medland to check out dates and report back to June Meeting.

With regard to a MUGA, Cllr Kalvyn Friend said he was awaiting costings and he should have everything ready before the June Meeting. He did point out that the Pump Track would be more visual though if there was a special day for it, and so the two were not really being compared 'like for like' if this was the case. With regard to both options, the Clerk was asked to check out the Insurance implications.

ACTION: Clerk to check with CAS.

It was agreed by all the Councillors that a sum of CIL money should be ring-fenced for either a MUGA or the Pump Track but not both as the CIL money should be spent on the whole demographic of Reydon rather than just the young.

Funding for maintenance and repairs at Playground as identified in inspection report.

Cllr Mike Medland said that he had been through the 54 page report. One of the issues involved a tree which he and the Tree Warden had already resolved. Most of the other issues related to the small playground and Cllr Medland agreed to liaise with Geoff Cooper to see what they could take on to solve these. There was also a sign that was out of date and needed replacing.

ACTION: Cllr Medland to liaise with Geoff Cooper re playground repairs and to send picture of sign to the Clerk. Clerk to investigate the production of a new sign.

Possible CCTV for Rec and Pillbox

Due to recent vandalism it was decided to investigate the possibility of some sort of CCTV for both sites.

ACTION: Clerk to investigate this and report back.

Allotment Meeting

A recent Allotment Meeting had taken place and the Notes from that Meeting had been circulated. Not many allotment holders had attended but those that had seemed largely satisfied and Cllr Medland said that their requests had been followed up.

- 14 WW1 Pillbox Working Group (CD)**
The question of CCTV applied to the Pillbox too and would be investigated. It was also thought to be a good thing if the various stages of the restoration could be linked to the website.
- 15 Cost of Living and Community Pantry (LC)**
CLlr Linda Coe had sent in her report as follows:
“We have been trying out a new pattern of opening for the past two months with three sessions per week. The theory was that we would have less food spoiled, being left for a period of days, but sadly, things did not go according to plan and there were several sessions when the Pantry had to close early because there was no food to offer. The three-day opening has coincided with a downturn in the amount of food available, which is a seasonal occurrence linked to the rise in tourist numbers in Southwold. There was some discussion amongst the Admin team and we decided to try opening on Wednesday mornings and from 09.00 to 15.00 on Saturdays, in order to give working folk, the opportunity to use the Pantry. Each time we have wanted to change the opening times, we have to go to the RVHMC to ask their permission, which means waiting for their next meeting, so much time is wasted. Unfortunately, we found when Kim was trying to do the rota to cover these new times, we didn’t have the volunteers to man the Pantry on Saturdays and so we have reverted to Wednesday and Friday mornings. We were also very conscious of confusing our ‘customers’.
On a happier note, the plans for the new Pantry went to East Suffolk Planning Department for Pre-Application Advice and they responded in a very positive manner. They are full of praise for the design and the concept and suggested that a full Planning Application would be most favourably looked upon. I have asked David Vaughan, our architect, to go ahead and submit the planning application.”
- 16 Footpaths Working Group (CD)**
A ‘work in progress’ footpath map had been circulated and comments were favourable. CLlr Chris Dixon asked the Clerk to investigate the Copperwheat Road names and also to send the list of names for the St Felix Development.
ACTION: Clerk to investigate.
- 17 Reydon Village Hall (KH/DE/KF) Update**
Car Charging
This had been discussed for some time. The contract with the current supplier was ending soon and a decision had to be made regarding the next steps to take. After a further discussion, due to the cost and time involved, and the fact that the technology had moved on to faster public chargers or home chargers, it was agreed by all that the recommended plan of action should be to switch the charger off when the current contract ended. The Clerk was asked to notify the Chair of the RVHMC of the RPC recommendation.
ACTION: Clerk to notify the RVHMC of the RPC recommendation.
RVH Survey
CLlr Linda Coe said that the survey commissioned by the RVHMC had showed some areas of concern and so Reydon Parish Council had commissioned their own survey which was completed last May. In conversation it had transpired that not everyone had read this survey and the Clerk was asked to re-send it to all the Councillors.
ACTION: Clerk to re-send to all Councillors.
RVH Website
It was reported that the new VH Website was now linked to the Reydon Parish Council website.
- 18 Reydon Robin (DomK)**
CLlr Dominic Knight had sent in his report as follows:
“Again, I am sorry to be unable to attend tonight.

As you know, the Spring 2026 edition of the Reydon Robin was a great success. I want to say a huge thank you to everyone who made it happen, including a new volunteer who recently stepped forward to help with future distribution.

I'm also delighted to share that we have sponsors lined up well into the future. An anonymous donor has generously agreed to fund the Christmas 2026 issue, and the Southwold Arts Festival has kindly stepped up to sponsor Spring 2027.

While the Christmas Robin is our next scheduled edition, it is still a while off. The submission deadline is Friday, 27th November, with publication set for Thursday, 10th December.

The Christmas Robin is the next scheduled edition, but is still some way off, with a submission deadline of Friday, 27th November and a publication date of Thursday, 10th December.

In the interim, our anonymous donor would like to invite the children of Reydon Primary School to produce a Christmas-themed painting or drawing to fill the back page of the next Robin. They suggest running this as a competition, with the winning design selected by either the school or myself. The donor recommended reaching out to the school soon to give them plenty of notice – and to give us a safety net in case it doesn't work out. What are your thoughts on this? Would anyone would be interested in helping to move this forward?

Finally, I want to check whether we are happy with doing just two editions a year. I know we made this choice because of past issues with distribution and finding sponsors, but it does leave a large eight-month gap where we are not really covering what is going on in the village. It would be good if we could discuss whether we should keep things as they are or look into bridging that gap."

The Councillors discussed whether to change back to three issues a year but no decision was reached. In the meantime, the Clerk was asked to see if she could obtain updated 'Turf Maps' from Cllr David Beavan.

ACTION: Clerk to contact Cllr David Beavan re Turf Maps.

19 Website (DomK)

Cllr Dominic Knight had sent in his report as follows:

"As before, my apologies for my absence from tonight's meeting.

There is relatively little to report this month. The next quarterly web usage statistics from Google Analytics will be presented as usual at the July meeting. In the meantime, everything on the site is ticking over smoothly, and I am pleased to note that the new Potters Bridge sensor continues to work well.

Councillors will have already seen the e-mail from David Eccles publicising the new Reydon Village Hall website; I can confirm that a direct link to this new site is now on our own website.

Finally, a few weeks ago, we experienced a brief scare with a highly sophisticated scam e-mail. The message concerned renewing our domain name and correctly identified our exact registration company. Unlike more obvious phishing attempts, this scam only requested a small sum of money, claiming an auto-renewal failure. Crucially, it imposed a very tight deadline – clearly designed to trick us into reacting hastily so they could access our bank details. Although we successfully detected the fraud, its level of sophistication is concerning. It serves as a salutary warning that we must all remain vigilant at all times."

20 Correspondence (Clerk)

Allotments

The Clerk explained that she had been contacted by a prospective allotment holder who wanted to keep bees at the allotment. The resident had subsequently decided not to pursue their enquiry but it had raised the question as to whether it would be sensible to keep bees with the close proximity to the playground and children.

Winston Road Playground

There had been an ongoing discussion with ESC over who managed this playground with local residents being told it was Reydon Parish Council. This was incorrect and had now been acknowledged by ESC who had also said they were looking in to protection from bird droppings as a priority at this park.

Planning Committee (DomK)**Planning Decisions:**

DC/26/0745/FUL - Single-storey rear extension - Montell 56 Wangford Road Reydon Southwold Suffolk IP18 6QA
Application Permitted

DC/26/0598/FUL - Single storey infill and side extension. Bifold doors on east elevation, vertical heat treated tongue and groove timber on South elevation and flat roof GRP construction. Front porch with pitch tiled roof to match existing tiles, side and front to be clad in same vertical heat treated tongue and groove as the rear extension. - 118 Wangford Road Reydon Southwold Suffolk IP18 6NZ
Application Permitted

DC/26/0921/FUL - Ground floor in-fill extension - 9 The Crescents Reydon Southwold Suffolk IP18 6RT
Application Permitted

DC/26/0940/DRC | - Part Discharge of Condition No. 2 of DC/22/0462/ARM - Approval of Reserved Matters of DC/15/3288/OUT - Outline application to enable improvements to Saint Felix School to include residential development, public open space and associated infrastructure on the former playing field at Saint Felix School. Appearance, landscaping, layout and scale, pursuant to outline permission

DC/15/3288/OUT for the development of 55 dwellings. - 2 External Materials for plots 2, 22, 26, 41, 35, 48 - Land South Of Halesworth Road Reydon
Application Permitted

DC/26/0849/FUL - Construction of two storey rear extension to existing dwelling. - 21 Seaview Road Reydon Southwold Suffolk IP18 6RL
Application Permitted

DC/26/0828/FUL – Porch extension to front and single storey extension to rear of property – 17 Hurn Crag Road, Reydon IP18 6RG
Application Permitted

DC/26/0936/DRC – Discharge of Condition No 4 of DC/25/1553/LBC – Garage Refurbishment and rear extension, 55 Wangford Road, Reydon IP18 6QA
Application Withdrawn

DC/26/0805/FUL – Demolition of existing dwelling and construct replacement dwelling – 52 Halesworth Road, Reydon IP18 6NR
Application Withdrawn

DC/26/1140/FUL – Construction of new garage, workshop and bike store to front of property – Greengates, 33 Halesworth Road, Reydon IP18 6NR
Application Permitted

DC26/1048/FUL – Demolition of an existing side and provision of new side extension together with some internal alteration work and a raised patio at the rear – Harvesters, 19 Gorse Road, Reydon IP18 6NQ
Application Permitted

DC/25/4353/VOC and DC/25/4647/VOC – Variation of Condition No 2 of DC/25/1553/LBC and DC/25/1552?FUL – Garage refurbishment and rear extension to form picture framing studio, replacement joinery to dwelling, modest change in roof pitch to the existing garage. Also the provision of a tiny bicycle and log store to the rear of the same, 55 Wangford Road, Reydon IP18 6QA
Application Permitted

New Applications for Consultation:

DC/26/1328/FUL - Demolition of the dilapidated and now partly collapsed cart shed and the construction of a replacement outbuilding on the same footprint. Elms Farm, Rissemere Lane East, Reydon, Southwold, Suffolk IP18 6SW
No objections

DC/26/1329/LBC - Listed Building Consent - Demolition of the dilapidated and now partly collapsed cart shed and the construction of a replacement outbuilding on the same footprint. Elms Farm, Rissemere Lane East, Reydon, Southwold, Suffolk IP18 6SW
No objections

DC/26/1195/FUL - Previous permission was granted with application DC/08/0559/FUL to extend property, works for this application have been partially carried out. This application seeks to amend previous permission with an extension to ground floor kitchen at rear of property. Creation of gable to front and rear of property with alteration to roofline and extension to bedroom at rear of property at first floor. Addition of garage to rear of property. The Creek House, 9 Gorse Road, Reydon, Southwold, Suffolk IP18 6NQ
No objections

DC/25/2677/FUL - Redevelopment of the site to provide 36 Retirement Living (Use Class C3)

apartments with associated communal facilities, parking and landscaping. Land South Of Sole Bay Health Centre , Teal Close, Reydon, Suffolk, Objection unchanged – ESC notified.

DC/26/1375/FUL - Extension of existing ground floor extension eastwards by 60cm, to allow for cavity wall build, replacement extension roof to pitch, incorporating inverted dormer window. Replace kitchen window with a door. Creation of new window to living room. Hyacinth Cottage, Rissemere Lane East, Reydon, Southwold, Suffolk IP18 6SW No objections

DC/26/1576/FUL – For reduction from approved two storey side extension to revised single storey side extension. 36 Kingfisher Crescent, Reydon, Southwold, Suffolk IP18 6XL
Response by 5th June 2026

DC/26/1591/FUL – Single storey side extension, Hilltop, 5 Wangford Road, Reydon, IP18 6PY
Response by 5th June 2026

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Finance (Clerk)

a) Invoices already paid

| | |
|------------------------------------------------|-----------|
| Adrian Parks – Noticeboards | £210.00 |
| Gillian Graham | £171.05 |
| Kalvyn – Mileage for ESPA Meeting | £18.75 |
| SALC – Annual Subs | £865.59 |
| WILLS | £350.00 |
| Old Hospital Gym Donation | £5,000.00 |
| Southwold Building – Plans for Comm Pantry | £1,222.00 |
| Stamps | £63.08 |
| Refreshments/Flowers etc for Annual Parish Mtg | £66.52 |
| E-on Direct Debit | £19.62 |
| Laurence Vulliamy Reydon Star Expenses | £47.64 |
| SALC – Internal Audit | £606.00 |

b) Invoices to be paid

| | |
|------------------------------------|-----------|
| WILLS | £220.00 |
| Hall Hire | £48.00 |
| Colour Printer Ink | £53.98 |
| Electricity for Pantry | £134.56 |
| Pantry Driving | £168.30 |
| Cooper & Denny – Bus Shelter Seats | £1,380.00 |
| WILLS | £190.00 |
| Keith Seaman | £240.00 |

A Dobson – Salary and Expenses (end of month)

c) Bank Balances and Reconciliation as at 30th April 2026

| | |
|---------------------------------------------------------|--------------------|
| Commercial Instant Access Account as at 30th April 2026 | £355,277.65 |
| Community Account as at 30th April 2026 | £601.00 |
| TOTAL | £355,878.65 |

d) CIL Money remaining as at end April 2026 - £286,060.09

e) Working Budget (circulated prior to meeting)

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Any Other Business

Cllr Linda Coe said she still had several boxes of the Residents Handbook and it was agreed that these would need to be stored somewhere until distribution.

Cllr Coe went on to say that she had heard from a Wangford Councillor of a proposed large development of houses sited from opposite the Farm Shop and extending all the way to Reydon Woods. There was to be

a buffer zone between the end of the housing and the Woods but Cllr David Panther said this would not be enough and in terms of biodiversity this would be a disaster. It was agreed that a very watchful eye would need to be kept on this and Cllr Coe was to keep in touch with the Wangford Councillor re any progress.

The Clerk was asked if there had been any update from the Reydon Sports and Community Centre re a request for CIL money to complete the changing rooms. There was no real update on this but the Clerk said she would circulate the latest email.

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Date of Next Meeting

The next Meeting would be held on Thursday 18th June at 6.30 pm at Reydon Village Hall.

The Chair closed the Meeting at 8.15 pm.