

Reydon Parish Council

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Minutes of the Parish Meeting held in the Village Hall on 20th March 2025

1 Present and Opening

Present:

Chair, Cllr Pam Cyprien, Vice-Chair Cllr David Panther, Cllr Linda Coe, Cllr Dominic Knight, Cllr Kalvyn Friend, Cllr Dexter Kirk, Cllr Sarah Jerman, Cllr Kim Harvey, Cllr Mike Medland, Cllr Chris Dixon, ESC Councillor David Beavan, SCC Councillor Michael Ladd.

Clerk – Ann Dobson.

There were no members of the public present.

The Chair welcomed everyone to the meeting.

2 Apologies for Absence

Apologies had been received from Cllr Mell Birch. These apologies were duly accepted by the other Councillors.

3 Public Forum and Councillor Reports

Suffolk County Councillor Michael Ladd gave his report as follows:

"Suffolk County Council has confirmed that it will be bringing all 45 libraries back under its care and control. The decision, made at the Cabinet meeting last week will ensure continued access to high-quality, community-focused library services across the county. As part of this move, the council plans to:

- ☑ Keep all 45 libraries open
- ☑ Maintain opening hours
- ☑ Create job security for all frontline staff
- ☑ Secure a sustainable future for Suffolk's library services

In addition to continuing its core library services, the council is investing £200,000 in mobile libraries, with a further £157,000 for new books and to replace public computers in libraries across Suffolk. Libraries have long been at the heart of Suffolk's communities. They are essential spaces for learning, connection, and support, and the council is committed to ensuring they remain hubs that bring people together. The focus is on building upon the excellent services already provided, strengthening libraries' role as trusted local resources that meet the evolving needs of residents. Looking to the future, Suffolk County Council envisions libraries becoming even more integrated into the wider community, serving as convenient access points for a range of essential council services. This includes providing information and support around Adult Social Care, offering health and social care services, facilitating Family Hub activities, and promoting digital inclusion. The aim is to make it easier for residents to access vital services and support, all within the welcoming, familiar setting of their local library.

This year parents and carers of 97.5% of children were offered a place on National Offer Day at one of their three preferred schools and 91.9% were offered a place at their first preference school. Suffolk County Council received 7831 applications from parents and carers indicating which secondary school they would prefer their child to transfer to in September 2025. Families who applied online can log in to the online service from today to see the school their child has been offered. They will also receive an email to confirm this offer unless they have indicated that they do not wish to.

One council for Suffolk would make delivering public services simpler, cheaper and quicker, and better meet the needs of residents and businesses, county leaders have said today. Following a recent government announcement that Suffolk's county, district and borough councils will be replaced with a single-tier system, Suffolk County Council argues that consolidating all services under one unitary authority is the only effective way to deliver against the government's criteria for local government reform. The move would see all council services, such as waste collection and disposal, housing, social care, planning, highways maintenance, leisure, school placements and travel and street cleaning, all provided by one authority - rather than the six that currently exist in Suffolk. Bringing together district, borough and county council functions is expected to reduce duplication, lower administrative costs and ensure a more coordinated and cost-effective approach to delivering essential services. The council warns that splitting services among multiple bodies would force the duplication of essential functions - such as social care, highways maintenance and schools - currently managed at a county level.

The key benefits of one council are:

- Simpler for residents – one council would make it easier to understand and contact local government
- Clearer accountability – there would be less confusion over who is responsible for what
- Better use of funding – a more coherent, strategic, financially sustainable, county-wide approach to budgeting
- Better alignment of services – since everything is under one roof, services can be more easily coordinated, creating opportunities to improve services for residents
- More efficient decision-making – with just one council, decisions can be made more quickly
- Stronger leadership – a single, visible and accountable body providing a clear strategic voice for Suffolk.

The council will submit its initial proposal to the government by 21 March, with a more detailed business case to follow later in the year and then the government will undertake a public consultation”.

Cllr Pam Cyprien asked Cllr Ladd how the ‘one council’ proposal would affect Parish and Town Councils. Cllr Ladd said that nothing would happen for now but that Parish and Town Councils could become more involved further down the line.

Cllr Dexter Kirk asked why libraries were being taken back under Council control if the libraries were currently working well and it was cheaper for the Council. Cllr Ladd said that the Council had still been paying for the libraries albeit indirectly, and it was thought that the ‘back office’ costs were high. Cllr Chris Dixon said she hoped there would be more connection with social care packages.

East Suffolk Councillor David Beavan outlined the following:

He said that the Government had pledged almost 6 million pounds to make sure social housing reached an EPC rating of C by 2030. This would lower carbon emissions, reduce the householder’s bills and allow everyone to keep warm. The private rented sector was also being looked at and there would be interaction with the NHS to target specifically those people with chronic illnesses, who were living in fuel poverty, and with poor insulation etc, to ensure this was put right. Community Connectors had been set up in Reydon and Southwold to tell people where they could go for help.

Cllr Beavan said that the situation with Potters Bridge was unchanged and although the road was okay at the current time this was an ongoing problem.

Finally, Cllr Beavan said that East Suffolk Council were opposed to a single unitary council as they felt it would be too big and impersonal, but that this was going to be decided by the Government in September.

4 Declarations of Interest

There were no declarations of interest.

5 Minutes of Last Meeting

The Minutes of the last Parish Council Meeting on 20th February 2025 were unanimously agreed to be authorised by the Chair and duly signed.

6 Matters Arising from the Minutes

Cllr Pam Cyprien asked if there had been any progress on The First parking situation at school time. As Cllr Adeke Coleman, who was following this up, was not present at the Meeting, the Clerk was asked to check this out with her. All other matters still outstanding were to be followed up under their respective headings later in the meeting.

ACTION: Clerk to follow this up with Cllr Coleman.

7 Clerk’s Report

Crimes Jan 2025: Reydon – 8. Violence and Sexual Offences, 3, Criminal Damage and Arson, 2, Other Theft, 1, All Other Crime, 1. Southwold – 13. Criminal Damage and Arson, 6, Violence and Sexual Offences, 3, Vehicle Crime, 2, All Other Crime 2. Cllr Medland Crime Stats Spreadsheet had been circulated prior to meeting.

It was confirmed by the Clerk that the internal audit would take place w/c 28th April.

The updated Asset Register had been circulated prior to the meeting and all the Councillors agreed with its contents and it was adopted for the coming year.

The Clerk notified the Councillors that she had completed the Pension Regulator re-declaration details on 3rd March 2025.

The Clerk had notified the Councillors of the increase in salary for G Graham due to the minimum wage increase and the Chair confirmed that the Clerk’s salary would increase too from 1st April to keep this in line.

8

Highways Committee (DP)

Cllr David Panther said that the Highways Committee Meeting had been postponed until the beginning of April so could be reported on at the time of the next Meeting. There was nothing further to report unless the Councillors had any questions. There were no questions.

9

Finance Working Group (DK)

Cllr Dexter Kirk said it was three weeks to the end of the financial year and that more financial information would be available in April. He asked the Councillors permission to instigate a full structural survey of the Village Hall which would cost in the region of £2,200. A provisional date had been pencilled in of 25th April. All the Councillors agreed that this was essential to see what the condition of the building currently was, and the proposal was unanimously passed.

10

Green Spaces Working Group (PC)**Recreation Ground and official opening.**

The Recreation Play Equipment had been installed and it was suggested that an official opening should take place. Cllr Kalvyn Friend had asked the local MP who was keen to attend and Cllr Sarah Jerman suggested that the local schoolchildren could design a poster advertising the event to get them involved. The child designing the best poster could then perform the official opening along with the MP. Cllr Kim Harvey suggested there should be a winner at each primary school – Southwold and Reydon – and it was unanimously agreed that the local MP should be involved if possible, along with the two children who designed the winning poster. As no firm date for holding the opening ceremony had been yet agreed, Cllr Pam Cyprien suggested the poster could be designed with the date added when it was finalised. The Councillors didn't feel this was ideal but it would mean the children could get on with their posters before finishing for the Easter holidays. Cllr Pam Cyprien agreed to pick the winner and Cllr Dominic Knight was asked to post the event on the website etc.

ACTION: Cllr Kalvyn Friend to check with the Suffolk Coastal MP on dates and Cllr Sarah Jerman to speak with the schools regarding the posters.

Fencing at Rec (KF)

Cllr Kalvyn Friend said that as cars were driving on to the Rec it might be a good idea to put in some fencing from the car park across to the recreation ground and the Councillors agreed this could be a good idea, but it would depend on cost. Cllr Kalvyn Friend agreed to get a quote and report to the next Meeting.

ACTION: Cllr Kalvyn Friend to get a quote for fencing and send to the Clerk in time for the next Meeting.

The goals at the recreation ground had been installed without nets as these had been discouraged by one of the possible suppliers of the play equipment as they felt they raised a safety issue. The Councillors, however, did think that nets would be a welcomed addition so it was agreed the Clerk would speak with the company who supplied the goals to get a quote and check on any safety issue.

ACTION: Clerk to contact the suppliers of the goals to ask their opinion re safety and obtain a quote for the next Meeting.

Allotment Meeting

The Clerk said that an Allotment Meeting had been arranged for Tuesday 1st April at 6.30 pm in the Loftus Room and that all Allotment Holders had been notified.

11

Cost of Living and Community Pantry (LC) (report already circulated)**Report from Cllr Linda Coe as follows:**

"This month has seen an influx of new volunteers which has been very helpful. Kim has hosted a meeting of all volunteers, but especially the newbies, in order to bring them up to date with procedures that we follow in the Pantry. The Tuesday afternoon opening has proven to be successful, with plenty of customers making it a worthwhile addition to our timetable. The 3 days of power cuts involving the Southwold Co-Op and Tesco's severely restricted the number of items we were able to offer, but things are steadily getting back to normal and having items from KFC, Bookers and Cornish Bakery helped us over a tricky period. It is noticeable, however, that there are less items donated on a daily basis, as the various supermarkets/restaurants are tightening their belts.

Some interesting data has become available from Fairshare showing that the Pantry has made 915 collections, collecting 23015 Kg of foodstuffs, which is equivalent to 54799 meals and made CO2 savings of 63670 Kgs. It is through Fairshare that we make our collections. Many thanks to Sarah for her ongoing organisation of the drivers collecting these items.

Thanks to Kim as well, as she negotiates her way through the monthly rotas; matching volunteer availability with opening slots."

Cllr Kim Harvey added that the monthly Warm Space Community mornings had been very successful and that another was planned for April. She asked if the Grant would cover more of these but it was explained by the Clerk that the purpose of the Grant was to cover the Winter months only and that any future contributions would need to come out of the Pantry budget.

12 RPC Vision and Strategy Document (PC)

Cllr Pam Cyprien explained that the Vision and Strategy Document had evolved from the Neighbourhood Plan and that it was updated periodically, usually but not necessarily annually, and it was currently being reviewed. A copy, including updates, had been circulated to everyone prior to the meeting. It was felt that there were a few items that needed amending slightly so the Councillors were to look through again and go back to Cllr Cyprien with any comments and amendments so the document could be adopted at the April Meeting.

ACTION: Councillors to check through the document and report to Cllr Pam Cyprien in plenty of time for the next Parish Council Meeting on 10th April 2025.

13 Village Hall (PC and KH)

Cllr Kim Harvey said that the next Meeting of the Village Hall Management Committee was to be held soon but she did read a report from Dorcas Rogers the Secretary for the Reydon Village Hall Management Committee as follows: "The MC thank the RPC for the funding that has been provided to continue the refurbishment of the VH. Work was carried out in January 2025, and we now have:

- new soft furnishings supplied and fitted by Lowestoft Dunelm
 - Main hall fully redecorated by Waveney Decorators Ltd
 - Main hall ceiling and wall lighting and emergency exit lighting fitted by Pearce and Kemp
 - Fire door (by the pantry) now complies with fire regulations (is lockable from the outside but also accessible from the inside without the use of a key) fitted by DCH builders.
 - Disabled toilet still to be completed (waiting for the plumbing installation). Work being carried out by DCH Builders.
- Other works include:
- Maintenance of boundary trees and where necessary replacement of dying trees to be carried out by Red Cap Tree Farm at a cost of £1218.00 for replacement of the trees and £600.00 plus VAT for leylandii hedge maintenance. This work is to be completed before the end of April 2025.
 - General maintenance of the remaining VH gardens, grass and borders will be carried out by the Community Payback Team. To ensure minimal disruption to bird nesting the Pay Back Team have already completed the pruning of the shrubs on the left-hand side of the main drive.
 - We are in the process of authorising the upgrading of emergency lighting around the VH so that it matches the standard of upgraded main hall emergency lighting. This will cost in the region of £850.00 plus VAT
 - We have taken out a new annual maintenance and testing programme for the fire alarm system with Abacus.
 - We now have three quotes for installation of the AV system and are currently exploring how to support the screen on the stage.

The Premises Licence is being renewed to ensure it meets current guidelines. RR and DR are meeting with the licensing team on Monday 24th and the notice of variance will go into the April issue of the Southwold Gazette. We have a full programme of fundraising events for the remainder of 2025. The quiz held in January was a great success. February saw us hold a Ceilidh which was thoroughly enjoyed by everyone who attended. Bookings are currently positive and we have bookings for a local wedding, an increasing number of children's parties, music events, 60th and 30th birthday parties." Dorcas Rogers - Secretary for RVHMC

14 Reydon Robin (DomK)

Cllr Dominic Knight confirmed that the next Reydon Robin would be published on 3rd or 4th April and that Laurence Vulliamy had edited this edition.

15 Website (DomK)

Cllr Dominic Knight said that any help with content update would be very much appreciated. He also said that currently, in conjunction with the Clerk, he was making sure that everything was up to date on the website ready for the audit in April.

16 Update and Vote on Recording Future RPC Meetings (Dexter K)

Cllr Dexter Kirk started by outlining his views on this by saying that he did not agree with recording meetings and Cllr Kim Harvey agreed with him, both feeling there were issues with the acoustics in the hall and also with GDPR. Other

Councillors felt that it would change the dynamics of the meeting as currently people felt able to speak relatively freely. Cllr Sarah Jerman and Cllr Mike Medland were in favour and after discussion it was put to a vote with a majority of 8 councillors out of 10 voting against recording meetings, so this would not be happening for now.

17 Annual Parish Meeting Preparations (PC)

Cllr Pam Cyprien gave an overview of the contents of the forthcoming Annual Parish Meeting for the benefit of the new Councillors. She explained that various people including the Chairs of Committees and Working Groups, would be expected to give a short annual report and that the evening would also see the presentation of all the Reydon Star Awards. She said that Laurence Vulliamy was kindly co-ordinating these once more this year and there were 11 nominations who would all be presented with their certificates during the Meeting.

18 Leisure Map (Dexter K) – Update

Cllr Dexter Kirk said he had obtained three quotes for updating the Leisure Map but it was important to know exactly what was wanted. Cllr Pam Cyprien said that S&RS have suggested they produce a map of circular walks in combination with RPC & STC if both Councils agreed. Cllr Chris Dixon said she would be willing to join a combined group to further this project. A discussion over all this took place and it was decided that Reydon Parish Council could join S&RS and STC in producing the circular map, but that a dedicated Reydon map would still be a good idea. With regard to the Reydon map, Cllr Kalvyn Friend said that he had a colleague who could produce a visual and the maps at a favourable rate. It was agreed that Cllr Dexter Kirk, Cllr Kalvyn Friend, and Cllr Chris Dixon would get together to discuss this and report back.

ACTION: The three mentioned Councillors to discuss the Leisure Map.

19 Reydon Parish Council Logo (PC)

The old logo and the two new logos had been circulated to all the Councillors prior to the meeting. The general consensus was that the old logo was more fitting than the new logos but it should maybe be simplified slightly. Cllr Kalvyn Friend said he would ask Mike Mayhew if he could cut it down slightly and then circulate to all. This would be looked at again at the next Meeting.

ACTION: Cllr Friend to send the old logo to Mike Mayhew and circulate any amendments for further discussion.

20 Correspondence (Clerk)

There was no correspondence to discuss.

21 Planning (DomK)

Planning Decisions:

SCC/0118/24W – Demolition and redevelopment of existing anaerobic digestion plant comprising a new reception building with sedum roof and PV panels, pasteurisation building and site office/welfare building with sedum roofs, digesters, digestate storage tank, CHP, biogas upgrader, odour management system, CNG filling station, CO2 recovery system and associated plant and equipment, Reydon AD Plant Adnams Eco Distribution Centre, Halesworth Road, Reydon IP18 6SG. No Objections

DC/24/4554/FUL – Single storey rear extension replacing existing conservatory – 1 Fieldview Close, Reydon, Southwold IP18 6PR. Application Permitted

DC/25/0817/CON – Consultation – Telegraph Poles – Part Land Adjacent 2 Loftus Avenue, Reydon. No Objections

DC/25/0108/TPO – 5 no Holm Oak – Crown thin by 30% 1 no Holm Oak – Reduce overhang from neighbour (No2) by 2m – 3 St Georges Square, St Georges Lane, Reydon IP18 6HT. Application Permitted

DC/25/0799/CON – Consultation application – PL9106 – 1 x 9m Medium Pole – Part Land at The Crescents, Reydon, Suffolk. No Objections

New Applications:

DC/25/0433/VOC – Variation of Condition No 2 of DC/24/2507/FUL – Convert single storey bungalow to two storey chalet bungalow – To reduce internal floor changing walk-in store to loft space with trap door access. 1 Nicholas Drive, Reydon, IP18 6RE. **Objections Raised**

DC/24/4587/FUL – Removal of existing shed and replace with extension for utility room. 7 Moyse Avenue, Reydon IP18 6XF. No objections

DC/25/1038/FUL – Demolition of an existing side, new rear and side extensions together with some internal alteration work. Harvesters, 19 Gorse Road, Reydon IP18 6NQ To be discussed at Planning Meeting

Finance (RFO)**a) Invoices already paid**

E-on D/D Elec Jubilee Green	£21.40
Gillian Graham (Beg Mar)	£114.40
Stamps (Debit Card)	£26.80

b) Invoices to be paid

Keith Seaman Jubilee Green and Rec grass	£180.00
SCC Nightingale Ave Contribution	£1,000.00
Goals for Recreation Ground MH Goals	£884.64
Hall Hire 12/2, 20,2 and 21/2	£52.50
Playdale Play Equipment (50%)	£36,804.00
Pearce & Kemp RVH Electrics	£160.90
Gillian Graham (Beg April)	£122.10
Pantry Electricity for February - RVH	£83.11
Pantry Driving	£19.80
Ann - Printer Ink, Thank You Cards and Sharpies (Pantry)	£33.73
Glasdon UK Ltd – Bench	£1,100.34
Warm Room Supplies	£14.60
Spire Solicitors	£480.00
Wills – Reydon Corner	£130.00

Ann Dobson Salary and Expenses at end of Month

c) Bank Balances and Reconciliation as at 28th Feb 2025

Starting Balances:	
Business Account as at 31 st Jan 2025	£166,975.05
Treasurers Account as at 31 st Jan 2025	£601.00
TOTAL	£167,576.05
Business Account as at 28 th Feb 2025	£120,076.11
Treasurers Account as at 28 th Feb 2025	£601.00
TOTAL	£120,677.11
TOTAL DEC PLUS JAN RECEIPTS	
MINUS JAN PAYMENTS	£120,677.11

d) CIL Money Remaining as at end Feb 25 - £69,383.29 (need to claim back VAT)

e) Working Budget (circulated prior to meeting)

Any Other Business**David Woods Memorial Event**

Cllr Pam Cyprien reported that the bench had been delivered and was currently being stored locally until it could be installed. Cllr Kalvyn Friend said that he had taken delivery with a member of David Wood's family and that he would arrange the installation of the bench now it had been established where it was to go. It was confirmed that the date for the Memorial Event would be 11th April with the time to be confirmed with the family. This would be publicised in the Reydon Robin. Contributions towards the refreshments had been requested and Cllr Kim Harvey said she would get these up to the agreed value of £50 and pass the receipts to the Clerk.

ACTION: Cllr Friend to arrange installation and Cllr Harvey to arrange refreshments.

VE Celebrations

Cllr Kim Harvey asked Cllr Kalvyn Friend if he could put the Tommy sculpture out in plenty of time for this (early BH weekend) and that she would then decorate this as a fitting tribute. Cllr Friend said he would. Cllr Pam Cyprien thanked both Councillors for agreeing to arrange this.

ACTION: Cllr Friend to place the Tommy statue in position and Cllr Harvey to decorate it.

Date of Next Meeting

It was confirmed that the next Parish Council Meeting would be on Thursday 10th April at 6.30 pm in the Village Hall. The Chair closed the Meeting at 7.55 pm.