

Bawdsey Parish Council
Minutes of Bawdsey Parish Council Meeting
Held Thursday 26th March 2026 – 7.00pm
At Bawdsey Village Hall

Present: Cllr Andy Rouse (AnRo); Cllr Clare Walker (CIWa); Cllr Jackie Ferguson (JaFe); Cllr Mike Locke (MiLo); Cllr Sue Tappenden (SuTa); Cllr Tod Heyda (ToHe)

Cllr James Mallinder (ESC) (JaMa)

Tina Hughes (Parish Clerk)

0 Member of the public

1.	<p>To receive Apologies for absence</p> <p>Cllr Andrew Reid (SCC) Cllr Sam Mann (SaMa)</p>
2.	<p>To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)</p> <p>Cllr Mike Locke – School Governor and Trustee of CAS Cllr's Tod Heyda, Andy Rouse and Clare Walker – DMC Cllr Clare Walker – Trustee CLT Cllr Tod Heyda – VHRGC Cllr's Andrew Rouse and Jackie Ferguson– BHYC</p>
3.	<p>Public Participation (10 minutes) – an opportunity for parishioners to briefly raise matters of concern and hear from County and District Councillors</p> <p>0 Members of the public present</p> <p>Apologies received from Cllr Andrew Reid SCC – Newsletter added to the website</p> <p>Cllr James Mallinder newsletter sent ahead of the meeting and added to the website, highlighted the following: -</p> <p>Lot of debris and mud on road, police were involved at Hollesley, can be very dangerous for road users and farmers have a responsibility under the Highways Act 1980, which states landowners must either remove or put signs up warning road users. Cllr CIWa advised a farmer in 2002 was accused of a fatal accident by leaving mud on the road.</p> <p>Put a motion to ES full council regarding supporting brown hare population, which was fully supported, there is a significant decrease in population and also hare coursing on peninsular.</p> <p>New Bins are on their way – asked at full council how ESC will enforce the clean pavement and also how will ESC prioritise civic pride, can weeds growing in pavements and gutters be removed now?</p>

Bawdsey Parish Clerk: Tina Hughes,
 Crown Cottage, The Street, Alderton, IP12 3BL
 Tel: 01394 411092
 Email: Clerk@Bawdsey-pc.gov.uk

Initial

	<p>Advised Cllr Andrew Reid will not be standing at the elections, Cllr James Mallinder advised he will be standing for County.</p> <p>Q. Can we ask what ESC are doing regarding the erosion?</p> <p>As the majority of the issue is on private land there is not much that can be done by ESC, Environment Agency are repairing the sea wall. Clerk advised had an email from PGL who will be attending the APM and they will update on works they completed last year and work planned for this year. Cllr JaMa also stated he has been trying to support BHYC, trying to find funding, but not been possible yet, they applied for a grant from the National Lottery, but they were not successful, suggested they try and get feedback and reapply. Q. Do we know why one section is under Environment Agency (Hold the Line) and other part is ESC (No Active Intervention)? Cllr JaMa unsure, will find out and come back to us. Q. If Crown Estates owns the land up to the high water and PGL own the land, where does ESC come in? Discussion re previous owner purchasing the foreshore and so below high tide along by the BHYC belongs to PGL now.</p> <p>Cllr JaFe attended the talk given by Helene Burningham, Professor of Physical Geography in UCL Department of Geography, who has been studying the Deben Estuary for 12 years and stated that the sediment and shingle banks have a 5 year cyclical nature of movement, and the next time it breaks down the shingle will come up the river, which may help the erosion happening by the BHYC, but cannot see it helping regarding the cliff erosion.</p> <p>Q. Does the Parish Council pay for a coastal engineer to get a report on the erosion along the path leading to the beach by BHYC? Council agreed previously that they would contribute towards a coastal engineer to find a long-term solution to the situation to ensure the path remained open for the public to access the beach.</p> <p>In respect of PGL's planned Phase II Coastal Defence Works, ESC does not usually enforce planning works, However it was suggested that Historic England may be helpful in enforcing as they may have a conservation management plan in place with PGL which could have possible conditions attached. Q. Could Cllr JaMa possibly ask ESC enforcement officer to look back at the plans and see if there is anything that they can do to enforce works to be completed? Will ask and come back to us, hopefully by the APM.</p>
4.	<p>To agree & sign Minutes of meetings dated 22nd January 2026 dated as true record.</p> <p>Minutes agreed, proposed Cllr ToHe, seconded by Cllr SuTa, all in agreement.</p>
5.	<p>To agree and co-opt a councillor</p> <p>One application received, Stevie Timms left the meeting, whilst councillors discussed co-opting, all in agreement that Stevie would make a great addition to the council, proposed by Cllr ToHe and seconded by Cllr CIWa, Stevie Timms was invited back into the meeting, where he signed Declaration of Acceptance duly witnessed by the Clerk Tina Hughes</p>
6.	<p>To review actions from previous meeting</p> <p>No Actions to review outside of agenda.</p>

7.	<p>Planning: To receive updates on current applications and consider applications received</p> <p>a. Consider the following application(s)</p> <p>b. To consider any applications received after the publication of the agenda.</p> <p>DC/26/1141/TPO</p> <p>Proposal: 2no. Sycamore - Overall crown reduction by up to 3 metres Address: 13 Martello Close, Bawdsey IP12 3FE</p> <p>No Objections, proposed by Cllr AnRo and seconded by Cllr ToHe, majority in agreement.</p>
8.	<p>Policies – Review and adopt: -</p> <p>a) Risk Assessment (Non-Financial)</p> <p>Amendments accepted and to be added to website, proposed by Cllr AnRo, seconded by Cllr CIWa, all in agreement,</p> <p>b) Asset Register</p> <p>Amendments accepted and to be added to website, proposed by Cllr AnRo, seconded by Cllr CIWa, all in agreement.</p>
9.	<p>CIL – Receive and update</p> <p>Cllr AnRo circulated prior to the meeting a list of proposed works, with estimates of costing, to be undertaken and to complete the road safety work throughout the village. Cllr AnRo also brought along a design for the new Village Entry sign and wanted to know if the white lines through the village should be extended to the Quay, Cllr CIWa understood that the road becomes a ‘C’ road from High House and these do not have white lines, Cllr AnRo will confirm this is the case. All in agreement with the work, Village Entry sign and costings proposed by Cllr ToHe, seconded by Cllr CIWa.</p>
10.	<p>Discuss erosion around the coast</p> <p>See under agenda item 3 Cllr James Mallinder</p>
11.	<p>Progress Reports</p> <p>a. Clerks Correspondence update</p> <p>Beach Litter Pick Email received from member of the public regarding litter on the beach at East Lane and suggested that the council would like to organse a litter pick, this has been arranged by Cllr AnRo for 11th April 10am to 12pm – clerk will register pick with ESC and for equipment and litter to be picked up</p> <p>Memorial Bench at Quay – SCC finally agreed for a street licence for a bench, not the style we or family were thinking, but they said had to be in same style as other benches, although</p>

can have arms and back, will continue with Street Licence and await for family to advise of the wording on the plaque

Visitor Centre and Café at Quay

Email received from a member of the public asking what had happened to Visitor Centre and Café at Quay – advised ESC decided not to give the car park land to Parish Council and Di had decided not to continue with Café, belongs to PGL and they have not leased on to anyone else.

Clerk at Hollesley – Hollesley Councillor is thinking about an additional warning sign at Shingle Street, thinking of placing something on PRE, advised huge sign there as you enter the beach from the car park, not sure if people would take anymore notice of an additional sign, they will liaise with residents at Shingle Street and let us know.

Signs at Quay – Restricted parking signs have been removed from bay and as enter the area, have reported again to SCC, waiting to hear back

Australian Visitors

Cllr MiLo entertained visitors from Australia whose grandfather had been placed at Manor Farm in the 1960's, Chris Mann kindly met with them too and showed them around his farm.

Notice Board – locks not working, need to call for a locksmith to look at and fix, hopefully will be done soon.

Emergency Telephone – no longer working, clerk suggested maybe purchasing a mobile phone instead, emergency committee to discuss.

Received letter today from Jenny Riddell-Carpenter who will be holding a drop in coffee morning in Bawdsey 25th April 10am to 11.30, need to register to attend, if letter not received yet am sure it will be delivered shortly.

b. Village Hall and Recreation Ground Committee update (Cllr. Tod Heyda)

Cllr ToHe advised the fete will be held on Monday 25th May 2026 at Bawdsey Manor, volunteers needed, will be opening to other people to come along and have a stall, tours will of manor will take place again, will be no pop up pub.

Bawdsey Market are now monthly instead of fortnightly

c. Coastal Matters: Updates on i. Deben Marine Centre (Cllr. Heyda)

Meeting is due to happen on 18th May at 3pm, Helene will be in attendance to discuss opening

d. Speedwatch

Westcote advised the earliest they can accommodate training on SIDs and data is from 20th April 2026, Cllr's AnRo, JaFe, SuTa and clerk will attend if possible, dates to be circulated to see which is best.

	<p>e. Melton, Woodbridge and Deben Peninsula Community Partnership (Cllr C Walker)</p> <p>Nothing to report</p>
	<p>f. Update from School (Cllr M Locke)</p> <p>Have now agreed an arrangement with Orford school to share an office manager, which is working well</p> <p>Need to raise profile of school to attract more pupils</p>
	<p>g. Emergency Committee (Cllr. S Tappenden)</p> <p>Tabletop exercise has been arranged for 21st April 2026 at 7pm</p> <p>Cllr SuTa and Clerk need to get together and start to organise Bawdsey, felt cannot wait for Alderton, need to get selves organised and ensure we are prepared.</p> <p>Cllr ToHe advised that someone came down and tested a generator in the village hall and all worked really well, was concern raised though regarding heating the hall, can get very cold.</p>
	<p>h. Green Agenda – Trees and Hedges</p> <p>Cllr AnRo advised Alex Moore da Luz, from National Landscapes and responsible for delivering the National Landscape's Nature Recovery Plan, will be coming to tend to the hedges planted on 24th April 2026 10am to 2pm.</p>
	<p>i. Highway Matters</p> <p>See above under CIL, agenda item 9</p>
12.	<p>Finance</p> <p>1. To note Bank Balances as of 28th February 2026:</p> <p>a) Current Account - £7677.32 b) Reserve Savings Account - £6947.77 c) CIL Funds Savings Account - £15603.38 d) Projects Savings Account - £7431.75</p> <p>Noted</p> <p>2. To authorise the following Invoices for Payment:</p> <p>a. New payments since last meeting:</p> <p>£6.00 - Jan Bank Charge £6.00 - Feb Bank Charge £7.00 - March Bank Charge £43.20 - SALC GDPR Training £13.98 - ESC March Bulletin £22.80 - SALC 6-month payroll £18.59 - ESC Feb Bulletin</p>

	<p>£420.00 - HG Contracting (Hedge Cutting- CIL)</p> <p>Payments agreed, proposed by Cllr CIWa, seconded by Cllr AnRo, all in agreement</p> <p>b. Any new invoices since publication of agenda:</p> <p>£867.32 – Clerks Quarter 4 pay £217.00 – HMRC</p> <p>Payments agreed, proposed by Cllr CIWa, seconded by Cllr AnRo, all in agreement</p> <p>c. Any new payments received since last meeting:</p> <p>£2283.44 VAT claimed</p> <p>Noted</p> <p>3. Donations – Discuss donations and decide beneficiaries</p> <p>Agreed that East Anglian Air Ambulance should be in receipt of the £200.00 donation this year, proposed Cllr MiLo, seconded Cllr AnRo, all in agreement</p>
17.	<p>Any matters to be brought to the attention of the Council and to agree date for next meetings.</p> <p>Annual Parish Meeting 23rd April 2026 Annual Meeting of the Parish Council: -</p> <p>21st May 2026 30th July 2026</p>

Chairs Signature..... Date.....

Bawdsey Parish Clerk: Tina Hughes,
Crown Cottage, The Street, Alderton, IP12 3BL
Tel: 01394 411092
Email: Clerk@Bawdsey-pc.gov.uk

Initial