

Snape Parish Council

Minutes of the Meeting held on Tuesday 24th March 2026 at 7.00pm In Snape Village Hall.

Present: Cllr Paul Richards, Cllr Russ Rainger, Cllr Andrew McDonald,
Cllr Vicki Newstead, Cllr Edward King
and Cllr Margaret McKenna.

Attendance: 4 members of the public.

County Councillor Andrew Reid

Andrew Reid submitted a written report.

Cllr Richards commented that Andrew will not be standing at the election in May. Thanks to Andrew for all his support.

District Councillor Tom Daly

Katie Graham submitted her apologies for the meeting, and Tom Daly attended in her place.

East Suffolk Council has announced a Thriving Places Fund which is to assist small communities. These are available in amounts from £10,000 to £50,000. Bringing homes back to life is another grant to help with empty properties. It is a big emphasis on housing and assisting with the issue of homelessness. Energy projects – it is a busy time at the moment, there was an open hearing today, and Tom spoke for 6 minutes. There is a lack of communication with Sea Link. There was a Sizewell C community meeting where the community support was mentioned. Lion Link is also around.

Cllr McDonald said that the 3rd open floor hearing had taken place. Most people are focusing on the same issues and worries. The local authority is doing well to support the feelings of the local parishes. It is encouraging the comments made by ESC. The 5th May is the end. ESCEP is still fighting for the PC's.

Cllr King asked how the list of empty properties is to be compiled for the 'homes back to life'.

Tom mentioned that there are several empty properties and residents are being encouraged to report them. MofP 1 reported that ESC is purchasing empty houses to use as social housing.

Cllr Richards commented that Paul Ashton was supposed to be attending the meeting to discuss speeding traffic. Nothing more has been received regarding this.

Tom said that he would chase a meeting with Paul Ashton. The recent letter sent through by Paul Ashton regarding speed limits was well supported by villages.

Tom Daly left the meeting at 7.10pm.

Contributions by Members of the Public

MofP 3 was representing the school. They would like to build something new, with funding from Sizewell C. The school is under the wing of the Kingfishers School Trust. Rural isolation is becoming part of parents and children's life. There is a squeeze on the services being provided for families, and teachers are becoming social workers. Parents would like a space where they can talk. This would work alongside mental health and wellbeing. There is a high percentage of people dealing with mental health issues. There is a strong feeling that people need to meet with each other. The impact that the power projects have had on the community is significant. Human connection is better than anti-depressants. The building proposed is to be wooden, and can be used for community groups. Some people just need to talk, this could also be used as a warm space area. A recent survey showed that 75% of people would like to do adult learning. The main focus is wellbeing. There is a lack of transport and people are unable to get to places, so there is a need to have

these facilities in Snape. The school is asking for a lot of money from Sizewell C – for wellbeing and communities.

Cllr McKenna said that the idea sounds exiting, it is a separate building, would it be used by the school.

MofP 3 stated that the building is not required by the school as there is plenty of space, this would be totally separate.

Cllr McKenna asked if this would be open to use all the time.

MofP 3 said that safeguarding is a concern, but there is a separate gate.

Cllr McKenna asked if the required capital is just for the build.

MofP 3 believes that is not a need for any additional funding.

Cllr McKenna asked what the PC is required to do.

MofP 3 stated that it was important to speak with the PC as the proposal will form part of the village.

Cllr Richards said it may be useful for some of the Cllrs to visit the site. The Village Hall has a relationship with Sizewell C, and it will be important that the same is not asked of Sizewell C from the Village Hall and the School.

Cllr Rainger commented that it will be important to show what the differences are between the Village Hall and School are. It must not be a competition for groups. The adult education is a good idea.

ACTION: Cllrs to visit the school, to look at the plans and the site.

MofP 1 commented that there is no public bus service to Snape, this was lost 8-9 years ago. A report has been submitted to the PC, this was a survey of the village. 300 surveys were circulated, and there was 74 responses. The local MP is involved. The report makes a case of why a bus service is required. The report has been sent to SCC and ESC. CATS have said that they can run a pilot bus to Saxmundham. Not many residents support the CATS service, they would like a regular bus service.

Cllr Richards asked what the PC could do to support.

MofP 1 stated that SCC has £2.8m of funding to support bus routes. Some funding is available in April and the group is trying to secure some of that funding.

Cllr Rainger said that the CATS service is reliable.

MofP 1 said that the residents are worried about becoming stuck in Saxmundham. This could be difficult if the resident has a lot of shopping. A more regular service would make shopping easier. It may be possible to tap into funding from Britten Pears and Sizewell C.

All MofP's left the meeting at 7.42pm.

MINUTES

1 Apologies and Approval of Absences

Andrew Reid, Katie Graham.

8e Co-option of a Councillor.

Cllr Richards said that an application had been received for the Council, it was agreed to co-opt David McKenna onto the Council. David duly signed the declaration of acceptance of office form.

2 Declarations of Pecuniary or Non-Pecuniary Interests by Member

Cllr Newstead – School crossing, children at school.

Cllr McDonald - Planning application

3 Applications for Dispensation

None

4 Approval of Minutes of the Previous Meeting held on the 27th January 2026.

Cllr Rainger proposed that the minutes are accepted as a true record of the meetings, this was seconded by Cllr McDonald and agreed by all who attended.

5 Matters arising from the meeting on the 27th January 2026.

5.1 Power Projects – Cllr McDonald reported that he would undertake to write a report and circulate to all.
ACTION: To continue to place on the agenda.

5.2 Website Accessibility – Cllr Richards commented that the website is ongoing. It is hoped that a conversation could take place with the Web-master.

ACTION: Continue to place on the agenda.

5.3 20's plenty – Cllr McKenna reported that she had not seen the final copy of the letter from Paul Ashton regarding the 20mph proposal. SCC has approved in principle the 20's plenty policy. The PC would need to fund it ourselves as well as the village gateways. Local County Councillors would need to support the proposal. There would also be the need to undertake a speed survey to assist with evidence for the need of 20mph. There has been an email from the Suffolk Parish Road Group which it may benefit the PC to join. The PC needs further information from the County Council as to how to proceed with this proposal.

Cllr Richards stated that if the PC worked with other parishes, then the cost of the Traffic Regulation Order (TRO) could be shared.

Cllr McDonald commented that the request to pay for the TRO should be put to Sea Link, Lion Link and SPR as a recommendation. The cost should not be a reason for the PC not to move this proposal forward.

Cllr Richards suggested that Cllr M McKenna should respond on behalf of the PC. Priory Road is being used as a rat run and the speed is a concern.

Cllr M McKenna said that there is no sanction with the Quiet Lanes.

Cllr Rainger commented that the PC needs to consider the TRO's that the village would need.

ACTION: Cllr McKenna to continue to monitor the information regarding 20's plenty.

5.4 Allotments – Cllr Richards reported that the PC is no longer being represented by Solicitors to resolve the allotment boundary issue. The PC will communicate directly with the resident's solicitors. There will be an update of the situation at the next meeting.

Cllr McKenna asked what needs to be done to resolve the issue.

Cllr Richards commented that a final boundary line needs to be in place. If the fees for the allotments need to be increased in April 2027, a letter will need to be sent to the allotment holders now, it is agreed that they will be given 12 months' notice.

It was agreed by the full Council to increase the allotment fees by £2.

ACTION: To continue to place on agenda.

5.5 Housing needs – Cllr Newstead reported that there is no update.

Cllr McKenna asked if Hastoe had submitted the site in the East Suffolk Council 'call for sites'.

Cllr Newstead replied that the proposed site for Hastoe is a rural exception site which is totally different.

Cllr Richards said that there have been some large areas submitted, which does include the proposed site. There is a large area in the Church Road, Wadd Lane and Gromford Lane area. Priory Wood appears as an exempted area.

Cllr D McKenna stated that you do not need to be the land owner to submit a site.

Cllr McDonald commented that several of the proposed sites will be filtered out, so there is no need to worry about the areas yet. The area at Friday Street could be anything including commercial.

ACTION: Cllr Newstead to continue to monitor this project.

5.6 Post Box – Cllr Richards commented that copies of the letters between the PC and Royal Mail have been shared with the MP and the District Councillors. The PC refused to engage with Royal Mail, but a response will be sent back with a sequence of events attached. The Royal Mail have an operational interest to remove the post box.

ACTION: Cllr Richards to continue to investigate this issue.

5.7 Boardwalk – Cllr McDonald reported that he would be trying to identify volunteers to assist with the project.

Cllr D McKenna commented that the Greensnape group has volunteers who may be willing to assist.

ACTION: Continue to place on the agenda.

5.8 Public transport to and from Snape – Cllr Richards said that this subject was covered earlier. How should the PC assist?

Cllr D McKenna said that the PC is the more formal side of the process, the hierarchy of local government. Funding, what is it for, a minibus, bus stop etc, this must come from a body like the PC. There should also be communication with other local PCs. A pilot scheme could be run. A few ways could be tried; the First Bus

could run parallel to CATS. A park and ride in Rendlesham have a bus that goes to the hospital. CATS is keen to join in. The Border Bus loops around the villages.

Cllr King asked how the Connecting Communities links in to the process. A regular bus service is important.

Cllr Rainger said that a demand response is needed by the village.

Cllr D McKenna stated that if the village had a regular bus service, then it would be in residents' minds.

Cllr Richards stated that the PC supports the proposal for a regular bus service.

Cllr Rainger commented that the village gateways have been measured, and Glasdons have been asked for a quote. Then there needs to be someone found to fit it. There is damage to the bridge and this is being monitored by regular surveys, which show no problems at this time. The layby on the B1094 requires SCC to undertake some action, this maybe to repair the area or place some signage stating it is not a layby. National Landscapes could have some funding to return this back to what it used to be. Could the Self-Help group assist with this work.

Cllr King reported that the main gate on Priory Wood has fallen off.

Cllr King said that it is owned by Mr Poll, Greensnape look after it and the PC pays rent on it.

ACTION: Continue to place on the agenda. Cllr Richards to contact Greensnape about the gate.

6. Planning Application & Decision Notices

DC/26/0713/ARM – Heatherdene Workshop, Priory Road, Snape, IP17 1SD

Approval of Reserved Matters of DC/24/2911/OUT – Outline Application (All matters reserved) – Demolition of the existing workshops and construction of a detached new dwelling. Layout, appearance, scale, access and landscaping.

Cllr McKenna said that the plan is to remove the building and to replace it with a 3 bed house. This changes the character of the road/area.

Cllr McDonald said that outline permission has been given. The new build will be slightly higher, with lots of windows on the road side. It is a good idea for a house not an empty workshop. The plot is on the road edge. Some comments could include the need for a lawn to cover biodiversity net gain. The lighting must be subtle as there are bats in the woodland. The PC could put some conditions in their response.

Cllr Rainger stated that this is a significant change to the profile of the village.

Cllr McKenna said that the neighbours may voice their concerns.

ACTION: Cllr McKenna to draft a response to ESC.

DC/26/0823/FUL – Caravan Park At Croft Farm, Hulver Lane, Snape

Temporary placement and use of a prefabricated toilet and shower unit providing 4 x w/c and 2 x showers, to be situated on an existing concrete pad. This will be for a maximum of 36 months.

There were no comments to this application.

7. (a) Review and authorisation of payments

Cllr Rainger proposed that the PC authorises the payments, this was seconded by Cllr McKenna and approved by all.

Expenditure – SALC (6-month payroll provision) - £54.00, ICO (data protection fee) - £47.00, D E Keeble (hedge cutting) – £165.00, M Backhouse (Salary) - £562.60, Unity Trust Bank (bank charges) - £13, HMRC (PAYE) - £189.40, Cllr McKenna (Village Hall booklet) - £10.00, Total £1041.00.

Income – Kingfisher Schools Trust (rent) - £10.00. Total £10.00.

(b) To note the asset register.

The asset register was noted by the full Council.

ACTION: Clerk to check the Zip Wire is present on the Playing Field Committees asset register.

8. Parish Council Business

(a) Alde & Ore

Cllr McDonald reported that there were no updates, but there is a meeting on Thursday evening.

(b) Snape Village Hall

Cllr McKenna said that the 2025 accounts have been completed. The Village Hall is running at a positive. There is some work to be done, and it is planned to apply to the Sizewell C fund for heating etc.

Cllr Rainger recommended that the committee thinks about the accessibility of the Village Hall, mention the green travel with the cycle rack in place. This is also a rest centre for the village.

Cllr McKenna said that there may be 2 stages to the application for funding.

Cllr Richards commented that various areas of the village hall have been mentioned, this included access to the upstairs.

(c) Infrastructure Bill -

Cllr McDonald circulated a note on the infrastructure bill to all the Councillors.

(d) Church Green Flooding

Cllr Richards said that there was a bid for funding. The Highways are to undertake the work. The PC supports this work, and it was agreed by the full Council to give £500 if required.

(f) The readopt the Standing Orders and adopt the IT Policy

It was agreed by the full Council to adopt the above policies.

9. Correspondence

Residents – Cllr Richards said that there had been a couple of emails from residents. The first reported the missing street name sign from the entrance to the Glebes. The other reported the need for some signage to show the bend near the Maltings. It was agreed to advise the resident regarding the Maltings site, to speak with Tunstall Parish Council.

ACTION: Report to ESC the missing street name sign.

10. Matters for consideration at the next meeting.

APM – could consider asking the Archaeology Group to speak at the APM, this would be around 45-60 minutes.

11. Date of the Next Meeting

28th April 2026 (urgent items only)

26th May 2026 (APM & AGM)

23rd June 2026 (urgent items only).

Meeting closed at 9.05pm.

Marie Backhouse, Parish Clerk

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24th March 2026