

ORFORD & GEDGRAVE PARISH COUNCIL
The Town Hall, Market Hill, Orford, Woodbridge, Suffolk. IP12 2NZ
Tel: 01394 459172

E-mail: clerk@orfordandgedgrave-pc.gov.uk

Minutes of the 298th Annual Meeting of Orford & Gedgrave Parish Council
held on Wednesday 13th May 2026 at 6.40pm in the New Room of the Town Hall.

| | |
|----------------------------------|---------------------|
| Present: Cllr Anne Macro (Chair) | Cllr Gary Wingrove |
| Cllr Hugh Kemp | Cllr Margaret Green |
| Cllr Mary Iliff | Cllr Jonnie Howard |
| Cllr Ian Thornton | Cllr Brian Corris |
| Cllr Sheila Stoker | Cllr Alex Smith |
| Cllr Valerie Dunlop | Cllr Craig Ambury |

In Attendance 0 members of the public and the Clerk, Marie Backhouse.

Opening remarks

MINUTES

- 1. Election of Chairman for 2026/27 and Signing of Declaration of Acceptance of Office**
Cllr A Macro asked for nominations for Chairman. Cllr Howard proposed that Cllr A Macro remained as Chairman; this was seconded by Cllr Stoker and agreed by all.
Cllr A Macro was duly **elected** as Chairman and the Declaration of Acceptance of Office was signed and witnessed by the Clerk.
- 2. Election of Vice Chairman for 2026/27 and Signing of Declaration of Acceptance of Office**
Cllr A Macro asked for nominations for Vice-Chair.
Cllr Macro proposed that Cllr Wingrove be the Vice-Chairman, this was seconded by Cllr Ambury and agreed by all. Cllr Wingrove was duly **elected** as Vice Chairman and the Declaration of Acceptance of Office was signed and witnessed by the Clerk.
- 3. Reports from Representatives**
 1. County Councillor Julia Ewart.
Julia Ewart attended the APM at 6pm to introduce herself as the new County Councillor but gave her apologies for this meeting.
 2. District Councillor Tim Wilson
Tim Wilson attended the APM at 6pm and gave a report, but submitted his apologies for this meeting.
- 4. Apologies for absence:**
Julia Ewart and Tim Wilson.
- 5. Acceptance of Apologies**
Yes.
- 6. Declarations of interest:**
None.
- 7. Applications for dispensation:**
None

8. **It was agreed by those that attended, that the minutes of the 297th Parish Council (PC) meeting held on the 15th April 2026 be accepted as a true record of the meeting.**

9. **Matters arising from the 297th Parish Council meeting held on the 15th April 2026.**

9.1 Affordable Housing – Cllr Wingrove confirmed that this item is ongoing, currently there has been no update from Community Action Suffolk or East Suffolk Council Planning.

9.2 Village Green Drainage – The Clerk reported that the Drain Doctor would be carrying out some investigation work by putting some dye down the road gullies to see where the water runs to. This would also include a full jetting of the main drain to clear it. This work is to be carried out on Friday (15/05). Cllr Ambury, Wingrove and Dunlop are to observe the works.

9.3 Benches – Cllr Macro said that the composite benches would be placed along the footpath of the recreation ground. It is agreed to purchase one bench at £119.99 to see if this is what is required and then purchase 2 or 3 more. The Litter Controller has agreed to wipe over the benches from time to time, when he is cleaning the play equipment.

10. **Contributions by members of the public.**

None

11. **Finance**

9.1 Authorisation for payment sheet – There are four payments to authorise: Unity Trust Bank (monthly charge) – £7.00, Information Commissioners Office (Annual subscription) - £47.00, Drain Doctor (50% of cost of work in Quay Street) - £1332.00, Pear Space (domain registration & mailbox) - £180.00 - Total £1566.00.

Also, the staff wages of £1216.54 per month for May.

Income for May: East Suffolk Council (Precept 1st payment) - £19855.76, HMRC (VAT return) - £660.40 – Total £19855.76

It was agreed by all the Councillors present to approve the payments.

9.2 To approve the insurance renewal – The Clerk informed the Council that the increase in the renewal was roughly the same as last year. 2024-25 was £813.28, 2025-26 was £886.18 and 2026-27 is £959.23. It was agreed by the full Council to approve the insurance premium for 2026-27.

12. **Planning**

DC/26/1374/FUL – Orford General Store, Front Street, Orford, IP12 2LN

To convert the oriel window to a bay window.

After some discussion the full Council had no objection to this proposal.

Other notifications:

13. **Parish Council Business: -**

1. **Alde & Ore** – Cllr Thornton reported that as the Alde & Ore representatives had commented at the Annual Parish Meeting, the cost to do all the river defences at this time is too expensive. The Environment Agency, the Internal Drainage Board and the East Suffolk Water Board have suggested a 5-year plan. There is someone employed to walk the river wall and look at where the weak spots are, this work may be in the form of raising the river wall or patching it. They are hoping to raise £500,000 per annum over the next 5 years to cover the work needed.

2 **Footpath opposite the Jolly Sailor** – Cllr Ambury has chased highways for a response, but the guy is on Annual Leave. We would ask Highways to complete the work, if the cost is acceptable, then they would be responsible for the upkeep.

Cllr Dunlop asked if the double yellow lines could be reported in Quay Street as they are very faded and people are parking on top of them.

Cllr Ambury said that he would report this using the Suffolk County Council online reporting tool.

ACTION: Cllr Ambury to report the faded double yellow lines to Highways.

- 3 To readopt the Model Standing Orders and the Model Financial Regulations** – It was agreed by all present to re-adopt the policies.
- 4 Quay Street Footpath** – Cllr Stoker commented that the area of footpath near to Quay Meadow had a very steep bank running alongside it, which needs to have some barriers put in place to stop people falling from it. The bin could also be moved as the plinth is considerably lower than the footpath. The footpath was made higher when it was widened.

Cllr Ambury felt that this was something that Highways should be made aware of as they completed the work on the footpath, they should be responsible. He would make Highways aware of this.

Cllr Thornton said that Highways have made the footpath higher and created the steep slope.

Cllr Wingrove reported that some people have slipped down the bank when trying to exit the footpath and go through the gate to Quay Meadow.

Cllr Thornton suggested that the point should be reported to Highways as well.

Cllr Green said that there is a disabled access to Quay Meadow from the car park, people should be encouraged to use that.

Cllr Stoker said it may be an idea to close the smaller gate to Quay Meadow and direct people to the disabled entrance.

ACTION: Cllr Ambury to report the steep slope to Highways. Clerk to pass on the photographs of the slope to Cllr Ambury.

- 14. Correspondence**
None

- 15. Items for next meeting:**
As minutes state,

- 16. Date of next meeting: 10th June 2026 7pm**

Meeting closed at 7.01pm