

DEBENHAM PARISH COUNCIL

Chair: Cllr G Helm

Clerk: Mrs D Bedwell

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March 21st, 2023

All Parish Councillors are required to attend a Meeting of the Debenham Parish Council to be held on **Monday, March 27th 2023, at 7.30 pm at Dove Cottage, High Street, Debenham**. All parishioners are also invited to attend. The meeting will be open to the public, and any parishioner wishing to raise a matter should speak at item 33.

Dina Bedwell

AGENDA

Chairperson's announcement: <i>Welcome to this meeting of the Debenham Parish Council.</i> <i>The Council, members of the public and the press may record/film this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk. Please switch all mobile phones off or to silent. May I remind all those present to be courteous and not to have private conversations whilst the meeting is in progress. Thank you.</i>	
DPC/23/31: To consider apologies for absence	7.30
DPC/23/32: Declarations of interest with regards to items on the agenda and additions to register	7.32
DPC/23/33: Public participation section	7.35
DPC/23/34: Reports a) District Councillor's report b) County Councillor's report	7.40
DPC/23/35: To approve the minutes of the Parish Council meeting held on February 20th 2023	7.50
DPC/23/36: Planning matters a) Application: DC/23/00992 - 39 Chancery Lane - Application for Listed Building Consent - Removal of cement render from gable end and replacement with a traditional lath and plaster with lime washed finish b) Decision: DC/23/00711 Cherry Tree Farm, Cherry Tree Lane - Discharge of Conditions Application for DC/22/05400- Condition 9 (Materials): Approved c) Decision: DC/23/00454, 453, and DC/22/06373 - 56 High Street - Discharge of Conditions Application for DC/22/01072 - Condition 8 (Fenestration) (Part discharge) and Condition 11 (Internal Floor Finishes): Approved; Discharge of Conditions Application for DC/22/01070 - Condition 4 (Facing and Roof Covering Materials), Condition 5 (Rainwater Goods) and Condition 6 (Flue): Approved d) Decision: DC/22/05800 Land East Of, Aspell Road - Discharge of Conditions Application for DC/21/02982 - Condition 11 (Provision of Roads and Footpaths): Approved e) Decision: DC/23/00452 4 Cross Green - Discharge of Conditions Application for DC/22/05625 - Condition 3 (External Lime Render): Approved f) Decision: DC/23/00075 Cooks Retreat, 10 Cross Green - Change of Use and erection of single storey extension to existing holiday let/annexe to form 1No residential dwelling- Approved	7.52

<p>g) Decision: Confirmation of the naming of roads within the “Land East of Aspall Road development”</p> <p>h) Debenham Neighbourhood Plan Monitoring Exercise - To consider draft response to MSDC</p>	
<p>DPC/23/37: Finance and Administration</p> <p>a) To approve accounts for payment and note receipts and bank balances/reconciliations</p> <p>b) To receive and approve the External Auditor’s Report for the year ended 31 March 2022</p> <p>c) “Slack” – Internal communication system considerations</p> <p>d) Council Action List</p> <p>e) To approve the accounts for Quarter 3 of 2022/2023</p> <p>f) To approve the appointment of the Responsible Financial Officer - Section 151 of the Local Government Act 1974</p> <p>g) To approve the appointment of the Internal Auditor (SALC) Suffolk Association of Local Councils</p>	8.05
<p>DPC/23/38: To review and approve Parish Council’s policies, including:</p> <p>a) Standing Orders</p> <p>b) Financial Regulations</p> <p>c) Financial Risk Assessment</p> <p>d) Statement of Internal Controls</p> <p>e) Risk Assessment</p> <p>f) Electronic Communications Policy</p> <p>g) FOI Publication Scheme</p> <p>h) Community Engagement Policy</p> <p>i) Anti-Harassment and Bullying Policy</p> <p>j) Pre-planning Application Meetings with Developers Policy</p> <p>k) Complaints Policy</p> <p>l) Equality Diversity Policy</p> <p>m) GDPR related policies</p> <p>n) Reserves policy</p>	8.30
<p>DPC/23/39: Committees, working groups and representatives: To receive reports and consider recommendations / agree on actions</p> <p>a) Green Energy – To receive report on proposal and consider recommendations</p> <p>b) Allotments – To consider recommendations from the meeting held on 27th February 2023 and consider funding towards the Community Plot scheme</p> <p>c) Street furniture - Village sign and Coronation plaque</p> <p>d) King’s Coronation Event</p> <p>e) Telephone Kiosk- Cleaning and decorating</p> <p>f) Woodland Steering Group: To receive minutes of meeting held 1st March 2023</p>	8.40
<p>DPC/23/40: To note correspondence (all correspondence is circulated to members ahead of the meeting or included on the agenda for consideration):</p> <p>a) Request for letter of support from DVH&PFT re. funding application to the Valencia Communities Fund for solar energy</p> <p>b) Letter from Parishioner to Suffolk County Council regarding a tree matter (information only)</p>	9.00
<p>DPC/23/41: To receive any reports from Councillors/requests for addition to a future agenda (no decision can be made unless exempt or under delegated power)</p>	9.10
<p>DPC/23/42: Date of next meeting: Ordinary 17th April; Annual Parish Meeting 24th April 2023</p>	9.20
<p>DPC/23/43: To consider the temporary exclusion of press and public: <i>That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed</i></p>	9.22

DPC/23/44: To consider a number of confidential matters pertaining to existing contracts (legal privilege); To consider tenders received for the street cleansing contract (commercial privilege); To receive update on public convenience cleaning contract; To consider response received from grass cutting contractor	9.23
DPC/23/45: To consider nominations for the Debenham Community Award 2023 received to date	9.45