

## Debenham Parish Council

Minutes of the Parish Council Meeting  
Held on Monday 12<sup>th</sup> August 2024, Dove Cottage, Debenham

Present: Cllr K Barlow, Cllr J Baldwin, Cllr L Cockerton, Cllr A Finnissy, Cllr J Sweet, Cllr F Winrow-Giffin (Chairman), Clerk C Usher, and 1 member of the public

Absent: Cllr S Phipps

*Chairpersons Announcement – Welcome to this meeting of Debenham Parish Council, The Council, members of the public and the press my 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 to silent. May I remind all those present to be courteous and not to have private conversations whilst the meeting is in progress.*

DPC/24/120 To Receive and consider apologies for absence  
*Cllr I Collins, Cllr K Grimshaw, Cllr G Helm and Cllr Robbins*

DPC/24/121 To receive members declarations of interest with regard to items on the agenda  
*Cllr Barlow, Cllr Sweet and Cllr Winrow-Giffin declared an interest in item 24/124.*

DPC/24/92 Public Participation

*A member of the public updated Councillors with regard to the sewage problems in the village and asked if a representative from Anglian Water and the new MP Patrick Spencer could be invited to a future*

*meeting of the Parish Council to discuss the future plans for the village. The Chairman advised that this will be discussed at the September meeting.*

#### DPC/24/123 Planning Matters

DC/24/03240 – Application under Section 73a for the Removal or Variation of a condition following grant of DC/22/04922 dated 29/11/2022 Town and Country Planning Act 1990 (as amended) – Conversion of existing cartlodge into one bedroom annexe. To remove Condition 3 (Occupation Restriction) to enable use as a holiday let. 8 Cross Green, Debenham IP14 6RW

*Councillors were made aware that an enforcement notice had been issued. Councillors expressed concern with regard to a possible increase in vehicle movements on a blind narrow corner and the parking provision. It was proposed by Cllr Finnissy and seconded by Cllr Baldwin that in conjunction with the Local Plan and its policies that the Clerk inform MSDC that the Council did not support this application due to highway concerns and parking issues. This was agreed. Cllr Barlow abstained.*

DC/24/03408 – Application for works to a tree in a Conservation Area – Reduce 1No Holly tree by upto 50% and fell 2No dead Elm trees and 2No Yew trees and remove 1No Elm tree obstructing the ditch. 18 Priory Lane, Debenham IP14 6QD

*It was proposed by Cllr Baldwin and seconded by Cllr Finnissy that this application is supported. This was agreed.*

## DPC/24/124 Finance and Administration

- a. To approve the accounts for payment and note receipts – these had been circulated to Councillors prior to the meeting.

*Cllr Finnissy proposed and Cllr Sweet seconded to approve. The payments were approved.*

1. Clerks Salary £1593.89
2. Clerks PAYE £356.64
3. Clerks Expenses- Printer £65.98
4. Suffolk County Council - Lantern Replacement £540.00
5. Suffolk County Council – Advert for Clerk post £75.00
6. Highways Assurance – Road Closure and Diversion £744.00
7. Parochial Church Council – Hire of Dove Cottage July £262.50
8. Richard Blackwell – SID Maintenance July £30.00
9. D Thompson – Toilet Cleaning and Painting £242.83
10. Rialtus – Data input for 1<sup>st</sup> Quarter £664.80
11. Booth Ltd – Repair to cemetery path £2088.00
12. EON – Feeder Pillar Village Green July £37.51
13. Deborah Sage – Website Support July £120.00
14. Action Play – Outstanding Balance for play equipment £26,042.70
15. John Sweet – Expenses Public Toilets £143.29
16. SJW Carpentry – Supply of loft hatch Toilets £285.00
17. D Thompson – Paint Ceiling Toilets £120.00
18. Tesco – Mobile Phone Top Up £10.00
19. Peter Holmes Sound Ltd – Hire of equipment Deb Day £360.00
20. St John Ambulance – Cover for Deb Day £205.92
21. Richard Giffin – Grounds Maintenance July £2105.00
22. Kathleen Barlow – Monday Meet Up Supplies £16.28
23. BT Group – Internet Dove Cottage £40.99

### Receipts

1. MSDC – Cleansing Grant 2024/25 £10,559.12
2. S Dodd – Hogs Kiss £20.00

3. Katherine Barlow – Deb Day Collection £40.00

4. MSDC - £600.00

b. Public Convenience – Cleaner

*Cllr Sweet updated the Council that he had engaged a cleaner for the toilets. She had started and had made a huge difference to the standard of the toilets and Councillors thanked her on the improvements. The hourly rate would be £15.00 per hour for 4 hours a week as a contractor to the Council. The Chairman asked if she could obtain insurance to cover her work with the Parish Council and that the Council would like her to undertake COSHH training. Cllr Sweet advised that with the additional insurance the rate of pay may increase to cover this cost. Cllr Sweet will inform the Council on the cost of the insurance and the adjustment to the hourly rate. A copy of the insurance document to be retained by the Clerk. He confirmed that she would be willing to complete the COSHH training.*

DPC/24/125 – Date of Next Meeting – Monday 16<sup>th</sup> September 2024 at 7pm at Dove Cottage.

Meeting closed 6.15 pm Signed ..... Chairman

Date .....