

DEBENHAM PARISH COUNCIL

Chair: Cllr F Winrow-Giffin

Clerk:

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June 10th, 2024

All Parish Councillors are summoned to attend a meeting of the Debenham Parish Council on **Monday, June 17th, 2024, at 7.00 pm at Dove Cottage, High Street, Debenham**. 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 93.

AGENDA

Chair's announcement: <i>Welcome to this meeting of the Debenham Parish Council. 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/24/91: To consider apologies for absence	7:00
DPC/24/92: Declarations of interest with regard to items on the agenda	7:02
DPC/24/93: Public participation section	7:04
DPC/24/94: Reports a) District Councillor's report b) County Councillor's report	7:14
DPC/24/95: To approve the minutes of the Parish Council meeting held on May 20th, 2024	7:25
DPC/24/96 To consider funding request from Sir Robert Hitcham Summer Sizzler	
DPC/24/97: To consider funding request from Friends of Debenham High School Summer Fete	7:28
DPC/24/98: To consider proposal for a Community led day of flood recovery action in the village (LR)	
DPC/24/99: Planning matters a) Application DC/24/02469 - 23 High Street, Debenham - Notification of Works to Trees in a Conservation Area - Crown Raise 1 No. Ash (T1) by 3m, Crown reduce 3 No. Ash (T2, T3 and T5) by 7m, Reduce 1 No. Sycamore (T4) by 7m, Fell 1 No. Cherry (T6), Reduce crown of 1 No. Damson (T7) by 3.5m, Reduce crown of 1No. Sycamore (T8) by 4m and Reduce crown of 1 No. Ash (T9) by 4m. b) Decision Notice - DC/24/01786 – 15 Moores Close – Granted.	7:38
DPC/24/100: Finance and Administration a) To approve accounts for payment and note receipts and bank balances/reconciliations b) Council Action List c) Records Retention Policy – to review draft document.	7:45

<ul style="list-style-type: none"> d) Formation of Finance working group – membership and training e) To consider funding a skip and shredder for allotment tidy up. f) To approve expenditure for “start-up” supplies, including Microsoft Office for New Clerk 	
<p>DPC/24/101: Committees, working groups and representatives -To receive reports and consider recommendations / agree on actions:</p> <ul style="list-style-type: none"> a) Debenham Neighbourhood Plan Review – To receive update following meeting with MSDC (KB) b) Allotments - To receive update (LR) c) Highways – Update on Guidance notes for Warden. d) Eco/Green Projects - To receive update on the rewilding of the top field (JS). To note Green Team Community Nature Reserve Project (JB). e) Festivities and Local Events <ul style="list-style-type: none"> – To receive update on cost of road closure for Street Party.(KB) – To consider funding towards the Street Party. (KB) – Consideration re. the commission of a sustainable Remembrance Wreath f) Play areas – Update on project and funding. To consider request for zip wire and spinner ground work. (JS) g) Public conveniences - To receive update (JS) To consider timed access doors (IC). To consider proposal to remodel space to provide one fully accessible toilet for all (IC). h) Cemetery – to consider quotes for trimming overhanging trees. To consider rectifying uneven path from cemetery/ Millenium Gates to allow it to be fully accessible to all users, including those who use mobility aids. i) Woodland – report to Woodland group about uneven path to/ from woodland/lake being unsuitable to those who use mobility aids – needs to be accessible to all users. 	8:00
<p>DPC/24/102: To note any further correspondence (all correspondence circulated to members ahead of the meeting or included on the agenda for consideration)</p>	8:30
<p>DPC/24/103: 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>	8:35
<p>DPC/24/104: Date of the next meeting: 15th July, 2024</p>	8:35
<p>DPC/24/105: 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>	8:36
<p>DPC/24/106: Employment Committee:</p> <ul style="list-style-type: none"> a) To receive update on staffing/ recruitment 	8:36