

# DEBENHAM PARISH COUNCIL

Chair: Cllr F Winrow-Giffin

Clerk: Mrs D Bedwell

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February 13<sup>th</sup>, 2024

All Parish Councillors are required to attend a meeting of the Debenham Parish Council on **Monday, February 19<sup>th</sup>, 2024, at 7.30 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 4.

*Dina Bedwell*

## AGENDA

<b>Chair's announcement:</b> <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>	
<b>DPC/24/21: To consider apologies for absence</b>	<b>7:30</b>
<b>DPC/24/22: Declarations of interest with regard to items on the agenda</b>	<b>7:32</b>
<b>DPC/24/23: Presentation from Community Action Suffolk on Affordable Community-Led Housing</b>	<b>7.34</b>
<b>DPC/24/24: Public participation section</b>	<b>7:50</b>
<b>DPC/24/25: Reports</b> a) District Councillor's report b) County Councillor's report	<b>8:00</b>
<b>DPC/24/26: To approve the minutes of the Parish Council meetings held on January 15<sup>th</sup> and February 5<sup>th</sup></b>	<b>8:06</b>
<b>DPC/24/27: Planning matters</b> a) <b>Application: DC/24/00341 - Land Off Low Road</b> - Strengthening works to bridge/culvert and use as a temporary works access to site compound for adjacent residential development approved under DC/20/02129 b) <b>Application: DC/24/00290 and DC/24/00292 - 72 High Street</b> - Applications for: Erection of a single storey flat roof rear extension (following demolition of existing flat roof addition and shower room), blocking up of external window and relocation of boiler; for Listed Building Consent - Erection of a single storey flat roof rear extension (following demolition of existing flat roof addition and shower room), associated internal alterations, blocking up of external window and relocation of boiler c) <b>Decision: DC/23/05310 5 Gracechurch Street</b> - Erection of single storey rear extension including conversion of part of existing garage to form w.c./utility room and erection of summer house	<b>8:08</b>

<p><b>DPC/24/28: Finance and Administration</b></p> <ul style="list-style-type: none"> <li>a) To approve accounts for payment and note receipts and bank balances/reconciliations</li> <li>b) Bank Mandate - To agree additional online signatories</li> <li>c) Council Action List</li> <li>d) To consider alternative arrangements for venue hire for DPC related activities</li> <li>e) Review of the Parish Council Notice Board use</li> <li>f) To agree new arrangements for the Parish Clock Winding Contract</li> <li>g) To agree nominations for the Buckingham Palace Garden Party</li> </ul>	<b>8:20</b>
<p><b>DPC/24/29: Committees, working groups and representatives</b> -To receive reports and consider recommendations / agree on actions:</p> <ul style="list-style-type: none"> <li>a) <b>Committees and Working Groups memberships</b> - Opportunity for Councillors absent from previous meetings to join; and to consider adding a new Council Representative position for <b>Community Transport</b></li> <li>b) <b>Emergency Plan Review</b> - To receive report on stakeholder meeting held on 26.01.24 and receive update on Emergency Plan review (Cllr JB)</li> <li>c) <b>Debenham Neighbourhood Plan Review</b> - To agree membership of Working Group</li> <li>d) <b>Play Areas update:</b> <ul style="list-style-type: none"> <li>• Recreation Ground Project</li> <li>• To consider repainting the Recreation car park lines and agree budget (Cllr JB)</li> </ul> </li> <li>e) <b>Cemetery</b> - To consider recommendations from the Committee regarding Policy and fees review</li> <li>f) <b>Allotments</b> - To Consider recommendations from the Committee regarding the Allotment Rules Review</li> <li>g) <b>Highways</b> – Consideration re Speed Indicator Device operation (6-month review)</li> <li>h) <b>Trees and Greens</b> - To consider quotes for various works (Jobs 1, 2 and 3 of specification)</li> <li>i) <b>Public Facilities</b> - To receive a presentation on proposed works and agree budget (Cllrs JS/JB)</li> <li>j) <b>URC Ground</b>- To consider treatment of the southern boundary line</li> <li>k) <b>Eco/Green Projects:</b> <ul style="list-style-type: none"> <li>• To consider setting up a Working Group to investigate sources of green energy, their potential adoption, and preparation for a public consultation for the purposes of undertaking a feasibility study (Cllr LR)</li> <li>• To consider inviting the Debenham Green Team to do an informative presentation to the Council (Cllr LR)</li> </ul> </li> <li>l) <b>Festivities and Local Events:</b> To consider holding a Well-Being gathering for parishioners affected by the floods</li> </ul>	<b>8:40</b>
<p><b>DPC/24/30: To note any further correspondence</b> (all correspondence circulated to members ahead of the meeting or included on the agenda for consideration)</p> <ul style="list-style-type: none"> <li>a) Joint Local Validation List Consultation (22.01.24 to 04.03.24)</li> </ul>	<b>9:40</b>
<p><b>DPC/24/31: To receive any reports from Councillors/requests for addition to a future agenda</b> (no decision can be made unless exempt or under delegated power)</p>	<b>9:42</b>
<p><b>DPC/24/32: Date of the next meeting:</b> 18<sup>th</sup> Marh 2024</p>	<b>9:52</b>
<p><b>DPC/23/33: To consider the temporary exclusion of press and public:</b> <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>	<b>9:53</b>
<p><b>DPC/24/34: Employment Committee:</b> To consider and approve recommendations from the Employment Committee (Stage 1)</p>	<b>9:54</b>