

DEBENHAM PARISH COUNCIL

Chair: Cllr F Winrow-Giffin

Email: parish.clerk@debenhamparishcouncil.org

Signed... 

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Chair 12 February 2025

All Parish Councillors are summoned to attend a meeting of the Council to be held on Monday 17 February 2025, 7.00pm at Dove Cottage, High Street, Debenham. Parishioners are also invited to attend.

AGENDA

Chair's announcement:

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.

DPC/25/234– **To consider Apologies for Absence**

DPC/25/235 – **Declarations of Interest with regard to items on the agenda**

DPC/25/236 – **Public Participation section including River Testing presentation** (meeting open for 10 minutes)

DPC/25/237– **Reports**

a.District Councillor's report

b.County Councillor's report

DPC/25/238 – **To approve Minutes of the meeting held 20 January 2025**

DPC/25/239– **Action Plan of Outstanding Matters**

DPC/25/240 – **PLANNING: to consider planning applications for recommendation to Mid Suffolk District Council**

DC/24/05524: Bellwell Farm, Bellwell Lane, Debenham – Erection of a single storey side extension

DPC/25/241 **DECISION/S TO NOTE**

DC/24/01220: 2 Aspall Road – Erection of rear sun room (following removal of existing) and replacement of 7No windows. **Application Refused**

DC/24/05320: 2 High Street – Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) Town & Country Planning (General Permitted Development)(England) Order 2015 (as amended) Schedule 2, Part 3, Class MA – Change ground floor to residential use. **Formal Approval IS required.**

DPC/25/242 – **Barleyfields, Aspall Road** – report on completion of footpath Aspall Road and completion of hedging/fencing at Recreation Ground/Cemetery boundary

DPC/25/243 – **Trees and Shrubbery at Market Bridge and rear of parking spaces opposite URC, Chancery Lane**: report on pruning work

DPC/25/244 – **Lime Trees at URC burial ground boundary** – report on condition of trees and action required

DPC/25/245 - **To confirm Spring Litter Pick arrangements**

DPC/25/246 – **Finance and Administration**

1. To approve accounts for payment and to note receipts and bank balances/reconciliations
2. Finance Working Group :
 - i. RFO report including accounts to end January 2025
 - ii. Cil Funding report
 - iii. Other
3. Debenham Green Team - to consider funding application for River Testing - £500 for consumable resources
4. Debenham Primary School – to consider funding request
5. Employment Appeals Working Group – to approve Terms of Reference
6. Parish Council Bier – report on contact with Bressingham Museum
7. To review channels on Slack
8. To approve appointment of the RFO
9. To approve appointment of the Internal Auditor (SALC)
10. To appoint additional councillor to Complaints Group
11. To consider a Debenham Day 2025

Committees, Working Groups and Representatives Reports

DPC/25/247: Debenham Neighbourhood Plan Review

DPC/25/248: Allotments

DPC/25/249: Recreation Ground

DPC/25/250: Emergency Plan Report

DPC/25/251: Flooding: 1. Storm Babet - to clarify working group training to carry out silt clearance and any impact on downstream catchment areas
2. Report on proposed meeting arrangements with Suffolk CC & Environment Agency Flood Teams following s.19 report
3. Report on flood at cemetery: to consider Suffolk CC Flood Team recommended action

DPC/25/252: Dog Bin emptying – report on bins emptied by MSDC and/or Village Warden

DPC/25/253: Highways:

1. Report on waste collection of bins at Cross Green following report to Public Realm
2. Parking at High Street/Cross Green pavement
3. Report on proposed Traffic Regulation Order
4. To consider White Gates at village entry speed signs

DPC/25/2254- **To consider correspondence received** (correspondence circulated to members ahead of the meeting or included on the agenda for consideration)

DPC/25/255– **To receive any report from Councillors/requests for addition to a future agenda** (no decision can be made unless exempt or under delegated power)

DPC/25/256- **Date of next Parish Council meeting – Monday 17 March 2025, 7pm at Dove Cottage, High Street, Debenham**

DPC/25/257 – To consider the temporary exclusion of the public and press: 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.

DPC/25/258 – to consider parishioner correspondence

DPC/25/259– Employment Committee Report