

**DEBENHAM PARISH COUNCIL**

Chair: Cllr F Winrow-Giffin

Email: parish.clerk@debenhamparishcouncil.org

Signed... 

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Chair 14 January 2025

**All Parish Councillors are summoned to attend a meeting of the Council to be held on Monday 20 January 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/25/211– **To consider Apologies for Absence**

DPC/25/212 – **Declarations of Interest with regard to items on the agenda**

DPC/25/213 – **Public Participation section** (meeting open for 10 minutes)

DPC/25/214– **Reports**

a.District Councillor's report

b.County Councillor's report

DPC/25/215 – **To approve Minutes of the meeting held 9 December 2024**

DPC/25/216– **Action Plan of Outstanding Matters**

DPC/25/217 – **PLANNING: to consider planning applications for recommendation to Mid Suffolk District Council**

DC/24/25320: 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.

DC/24/05590: 39 Chancery Lane - Application for Listed Building Consent - Remove existing cement-based render and failing lime render and re-render the lower half of the front elevation with a traditional lath and lime plaster render.

AP/24/00067: The Angel, 5 High Street – notification of Appeal hearing date

DPC/25/218 **DECISION/S TO NOTE**

DC/24/04463: 2 High Street – Prior Approval application – change of use from commercial business service to dwellinghouse. **Prior Approval has been Refused**

DC/24/05001: 33 Chancery Lane - Application for works to trees in a Conservation Area - Reduce 1No Beech tree by 1.5m across canopy and overall spread reduced from 14m x 12m to 12.5m x 10.5m. Reduce height of 1No Holly from 6m to 5m. **No objection from MSDC.**

DC/24/00924: 28 High Street - Conversion and extension of barn to form 1No

Dwelling . **Planning Permission Refused**

DPC/25/219 – **Barleyfields, Aspall Road** – report on items raised at meeting 9 December 2024:

Letter to MSDC re. completion of footpath Aspall Road

Letter to Danbury Homes requesting completion of hedging/fencing on Recreation Ground/Cemetery boundary

DPC/25/220 – **Trees and Shrubbery at Market Bridge and rear of parking spaces opposite URC, Chancery Lane:** quotations deferred to February 2025 meeting

DPC/25/221 – **Finance and Administration**

1. Report on payment of invoice totalling £800 due to Debenham Leisure Centre following Storm Babet
2. To approve accounts for payment and to note receipts and bank balances/reconciliations
3. Finance Working Group report:
  - i. Report on Parish Council accounts to end December 2024
  - ii. To consider for approval draft budget and precept proposals 2025/26
  - iii. RFO update on Rialtas system
  - iv. To note additions to the Asset Register
  - v. To note additions to PC insurance policy
  - vi. Report on Cil funding balance
4. Employment Appeals Working Group – to approve Terms of Reference
5. Parish Council Bier – report on storage/display
6. To confirm Annual Parish Council and Annual Parish Meeting date/s May 2025

**Committees, Working Groups and Representatives Reports**

DPC/25/222: Debenham Neighbourhood Plan Review

DPC/25/223: Allotments

DPC/25/224: Recreation Ground

DPC/25/225: Emergency Plan

DPC/25/226: Flood: Storm Babet - to consider working group training to carry out silt clearance and impact on downstream catchment areas  
Report on action by Flood Authorities and Riparian owners following s.19 report

DPC/25/227: Dog Bin emptying – report on bins emptied by MSDC and/or Village Warden – deferred to February 2025 meeting

DPC/25/228: Highways:

1. Parishioners' concerns over missed waste collection from bins at Cross Green - to consider parking restriction to allow waste vehicle access
2. Parking at High Street/Cross Green pavement

DPC/25/229 - **To consider correspondence received** (correspondence circulated to members ahead of the meeting or included on the agenda for consideration)

DPC/25/230– **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/25/231- **Date of next Parish Council meeting – Monday 17 February 2025, 7pm at Dove Cottage, High Street, Debenham**

**DPC/25/232 – 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/25/233 – Employment Committee Report