

DEBENHAM PARISH COUNCIL
Email: clerk@debenhamparishcouncil.gov.uk

Signed



Parish Clerk – 10th June 2026

**All Parish Councillors are summoned to attend a meeting of the Council to be held on
Monday 15th June 2026, 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/26/620: Appointment of Vice-Chair

DPC/26/621: To consider Apologies for Absence

DPC/26/622: Declarations of Interest with regards to items on the Agenda

DPC/26/623: Public Participation section (meeting open for 10 minutes)

DPC/26/624: Reports

1. District Councillor's report
2. County Councillor's report

DPC/26/625: To approve Minutes of the meeting held on 18th May 2026

DPC/26/626: To consider any applications for co-option to the vacancies on the Parish Council

DPC/26/627: Action Plan of Outstanding Matters (Resolved)

1. Water Lane "No Through Road" Signage. Works ordered; will be completed by 20th August.

DPC/26/628: Action Plan of Outstanding Matters (Ongoing)

1. Update regarding the purchase of a defibrillator for installation at Dove Cottage (Cllr Collins)
2. To consider actions to be taken following receipt of the tree survey report
3. Update regarding investigations into the feasibility of the construction of a flood mitigation structure on land adjacent to Hoppit Wood and Lake (Cllrs Hammond/Haddon/Faggionato/ Potter)
4. Update regarding registration of the Village Green (Clerk)
5. Update regarding engaging a structural engineer to examine the Churchyard wall including at 43 High Street (Clerk)
6. Update regarding Water Lane flooding and Highways site visit (Clerk / Cllr Collins)
7. Update regarding installation of a streetlight at Gardeners Road (Cllr Collins)
8. To consider and approve quotation to repair damaged railings at recreation ground and a missing down post in the Urn Garden (Cllr Collins)

DPC/26/629: PLANNING: to consider response to planning application received from Mid Suffolk District Council (MSDC)

1) **APPLICATION FOR LAWFUL DEVELOPMENT CERTIFICATE (EXISTING) - DC/26/01963** Relating to continued use since construction started in 2013, as residential accommodation as an extension to the house. No change in external look, merely to upgrade internally. Large gravel driveway so no impact on additional cars from guests. Location: 1 White Hall Cottages, Stowmarket Road, Debenham IP14 6BU
Consultation extended to 16th June 2026

DPC/26/630: PLANNING – Decisions to Note

1) **DISCHARGE OF CONDITIONS APPLICATION DC/24/04045 – APPROVED** Conditions 13 (EV Charging), 14 (Cycle Storage) and 15 (Access Surface Water). Location: Two Fields Farm, Low Road, Debenham IP14 6BJ

2) **APPLICATION FOR PLANNING PERMISSION - DC/26/00319 GRANTED** Relocation and extension of kennel. Location: Old Hall Farm, Roamwood Green Lane, Debenham, IP14 6NP

3) **APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITIONS DC/26/01195 - GRANTED SUBJECT TO CONDITIONS** for the erection of 4 No. single storey dwellings and garages. To vary Condition: 2 (Approved Plans and Documents) to incorporate minor changes to the dwelling designs. Location: Land between The Butts and Little London Hill, Debenham

DPC/26/631: Finance

1. To consider for approval the June 2026 Payments Schedule and to note receipts and bank balances / reconciliations
2. Finance Working Group report:
 - i. Report including accounts to end May 2026 (RFO)
 - ii. CIL Funding report update (RFO)
 - iii. Grant funding request from The Friends of Debenham High School of up to £500 (quotation awaited) for hiring inflatables and bouncy castles for Summer Fete on 27th June
 - iv. To review and approve the Funding Policy (deferred from the April meeting) (Cllr Faggionato)
 - v. To consider for approval the following online training courses:
 - a. For the Chair: “Chairing council and public meetings effectively”, 21st July, 6.30-8.30pm, £36
 - b. For Councillors: “Code of Conduct” 10th September, 7.00-8.30pm, £35 per person
 - c. For the Clerk: “Allotments – Tenancy Agreements and Policies” 23rd June, 2.00-3.30pm, £36; and “Allotments – Site Facilities and Health and Safety Aspects of Allotment Management” Wednesday 24th June, 2.00-3.30pm, £36

Committees, Working Groups and Representatives Reports:

DPC/26/632: Committees, Working Groups and Representatives

1. To consider representatives for Parish Council Committees and Working Groups (Cllr Cockerton)

DPC/26/633: Neighbourhood Plan

1. Update regarding the Residents’ Survey (Cllr Hammond)
2. Update regarding the volunteer group preparing and submitting to the Parish Council a communication plan, setting out who does what and when, that informs and engages with residents at key stages of the project (Cllr Hammond / Cllr Haddon)

DPC/26/634: General Maintenance topics

1. Update regarding a site visit to recreation ground and liaising with residents who had raised concerns about the goal posts being regularly moved resulting in damage to gardens and safety concerns; and preparation of a plan showing the potential location for metal goal frames (Cllr Faggionato)
2. To consider and approve quotations regarding works required to overhanging trees at Cherry Tree Green (Cllr Collins / Clerk)
3. To consider and approve repairs and maintenance of the public lavatories (Cllr Collins/Clerk):
 - a. Engaging a plumber to inspect the flushing system with a view to strengthening the flush/reducing repeat blockages
 - b. Replacement of broken handrail for disabled users
 - c. Installation of a baby changing unit that meets current regulations and safety standards
 - d. Improvement of signage at the front of the building indicating the facilities are all-in-one unisex and disabled with clear directions to the location
 - e. Set of keys to be approved for the street warden to assist with unblocking of drains
 - f. Provision of a laminated sign for when the facilities are closed temporarily
4. To consider and approve actions to be taken to combat vandalism of the public lavatories (Cllr Collins):
 - a. Feasibility of a pay-to-use system – quotation received in the amount of £1,775
 - b. Security including potential installation of CCTV with appropriate signage
 - c. Additional inspections
 - d. Reduction to one unisex facility

DPC/26/635: Highways

1. Update regarding visit to be arranged with enforcement team (Cllr Alexander)

DPC/26/636: Repurposing Green Areas

1. Update regarding the feasibility of repurposing some green areas within the village and request for action about the parking on and damage to the grass at Lock Close - deferred from the May meeting pending Cllr Cockerton following up with ex Cllr Sweet regarding his report (Cllr Cockerton)

DPC/26/637: Correspondence received

1. Query from Low Carbon Alliance as to whether DPC is evaluating a wind turbine project
2. Email from Babergh and Mid Suffolk District Councils regarding preparation of a new local plan and details of the scoping consultation survey open until 31 July 2026
3. Email from the Essex & Suffolk Rivers Trust with accompanying Woods for Water Factsheet developed to support natural regeneration of woodlands and available grants and funding
4. Email from Emergency Planning Officer at BMSDC regarding development of an emergency plan for Debenham

DPC/26/638: 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/26/639: Date of next Parish Council meeting – Monday 20th July 2026, 7pm at Dove Cottage, High Street, Debenham

DPC/26/640: 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.

1. Contractual matter relating to the public lavatories.

Close of meeting.