

**Debenham Parish Council**  
**Minutes of the Parish Council Meeting**  
**Monday 15<sup>th</sup> June 2026**  
**Dove Cottage, Debenham**

**Present:** Cllr Collins (Chair), Cllr Faggionato (Vice Chair), Cllr Alexander, Cllr Cockerton, Cllr Grimshaw, Cllr Haddon, Cllr Hammond, County Councillor Hicks (arrived 7.24pm), District Councillor Davis, Parish Clerk/RFO Ginny O'Hegarty, and 7 members of the public.

**DPC/26/620: Appointment of Vice-Chair** It was resolved to appoint Cllr Faggionato as Vice Chair of the Parish Council.

**Proposed** Cllr Cockerton, **Seconded** Cllr Haddon, **Approved** Unanimously

**DPC/26/621: Apologies for Absence** Cllr Potter was absent without consent.

**DPC/26/622: Declarations of Interest with regards to items on the Agenda** None declared.

**DPC/26/623: Public Participation section** A member of the public expressed opposition to parking permits in place of double yellow lines. Council advised that the suggestion had been raised by residents to the District Councillor. The member of the public raised concerns regarding the Code of Conduct following a recent Council meeting. Council had previously addressed this at the meeting on 18<sup>th</sup> May (**DPC/26/617.1**). The member of the public was also concerned that the condition of an allotment plot had been discussed outside of the Council during a recent allotment inspection.

**DPC/26/624: Reports**

**1. District Councillor's report**

The District Cllr's report is available on the website and includes information about available community grants, information on using the new bins, and the launch of a new innovation building in Stowmarket. Other news specific for Debenham is the new footbridge between Low Road and the public footpath. There is currently a step either side as it leads onto the grass therefore to make it more accessible two ramps are being made.

**2. County Councillor's report**

Reform is writing a manifesto for Suffolk for the coming two years. The Highways budget has been set at £15,000 and the Locality budget at £6,000 for the next year and 11 months; any funding for new projects is advised to be applied for within the next year. The new administration have decided to judicially review the three unitaries model and remove the Ukrainian flag from SCC's flag posts.

Cllr Hicks will email the Clerk within the next week setting out the current situation with the TRO and details of next steps including consulting with residents. Cllr Hicks and the Community Liaison Engineer will inspect the faded double yellow lines at the primary school.

**DPC/26/625: Minutes of the meeting held on 18<sup>th</sup> May 2026** The Minutes were agreed and signed.

**Proposed** Cllr Alexander, **Seconded** Cllr Haddon, **Approved** 5 in favour, 2 abstentions due to absence

**DPC/26/626: Applications for co-option to the vacancies on the Parish Council** Mr Nick Hughes was co-opted following a unanimous vote of agreement, having first introduced himself and expressed an interest in helping the community. Cllr Hughes completed the Declaration of Acceptance of Office and joined the meeting. The Register of Interests will be completed in due course.

**Proposed** Cllr Alexander, **Seconded** Cllr Haddon, **Approved** Unanimously





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

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

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

1. **Installation of Defibrillator at Dove Cottage:** Clarification is awaited from Mid Suffolk District Council as to whether planning consent is required to place the defibrillator on Dove Cottage. Gardeners Road was identified as a potential alternative location if required.
2. **Actions to be taken following receipt of the tree survey report:** Council approved acting on the advice received in the report and obtain quotes for those trees marked as urgent with priority attention for tree number 28 which has a dead top section.  
**Proposed** Cllr Grimshaw, **Seconded** Cllr Alexander, **Approved** Unanimously
3. **Update regarding investigations into the feasibility of the construction of a flood mitigation structure on land adjacent to Hoppit Wood and Lake:** Investigations are ongoing. Cllrs Collins, Hammond, and Haddon had attended a workshop on the natural flood feature where advice was provided regarding the issues that need to be considered and options available.
4. **Registration of the Village Green** The Terms and Conditions and a Statement of Truth are awaited from the solicitor.
5. **Update regarding engaging a structural engineer to examine the Churchyard wall including at 43 High Street** Council agreed a quotation to inspect the wall that fronts the High Street, including at 43 High Street, including a walkover inspection to identify any areas of walling on the boundary at a cost of £1,100+VAT.  
**Proposed** Cllr Haddon, **Seconded** Cllr Alexander, **Approved** Unanimously
6. **Water Lane flooding and Highways site visit** County Cllr Hicks and the new Community Liaison Engineer have agreed a date to carry out the site visit.
7. **Installation of a streetlight at Gardeners Road** Council had been provided with two streetlight options and agreed to proceed with the light that connects to an electrical supply subject to UKPN confirming the connection at a cost of £2,913.10 +VAT, otherwise to proceed with the solar light at a cost of £2,739.78+VAT.  
**Proposed** Cllr Alexander, **Seconded** Cllr Hammond, **Approved** Unanimously
8. **Repair damaged railings at recreation ground and a missing down post in the Urn Garden** Council approved the quotation of £634.74 to carry out the repairs.  
**Proposed** Cllr Faggionato, **Seconded** Cllr Haddon, **Approved** Unanimously

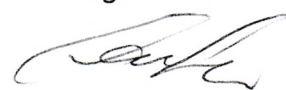
**DPC/26/629: PLANNING: Council considered responses to planning applications received from Mid Suffolk District Council (MSDC)**

- 1) **DC/26/01963** Relating to continued use since construction started in 2013 as residential accommodation as an extension to the house. Location: 1 White Hall Cottages, Stowmarket Road, Debenham IP14 6BU. **No objections.**  
**Proposed** Cllr Hammond, **Seconded** Cllr Alexander, **Supported** Unanimously

- 2) **DC/26/02232** Retention of an outbuilding and continued use of associated land as domestic garden. Location: Old Hall Farm, Roamwood Green Lane, Debenham IP14 6NP. **No objections.**  
**Proposed** Cllr Hammond, **Seconded** Cllr Alexander, **Supported** Unanimously

**DPC/26/630: Council noted the following planning decisions:**

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





2) **DC/26/00319** Relocation and extension of kennel. Location: Old Hall Farm, Roamwood Green Lane, Debenham IP14 6NP. **Granted**

3) **DC/26/01195** 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. **Granted subject to conditions**

#### **DPC/26/631: Finance**

1. Council approved the June 2026 Payments Schedule and noted receipts and bank balances / reconciliations  
**Proposed** Cllr Grimshaw, **Seconded** Cllr Faggionato, **Approved** Unanimously  
Finance Working Group report:
  - i. Report including accounts to 3 June 2026  
The RFO reported total bank balances as £350,685.15 made up as follows:
    - Current Account: £6,678.46
    - Deposit Account: £334,420.30
    - Woodlands Current Account: £1,829.98
    - Woodlands Deposit Account: £7,756.41There is an unpresented cheque to Sir Robert Hitcham CEVAP School in the amount of £1,605.00. The School have confirmed receipt of the cheque.
  - ii. CIL Funding report update. The RFO reported total CIL funds as £131,870.25 less allocated CIL of £63,285.05 leaving a CIL balance of £68,585.20.
  - iii. Council approved a request for grant funding from The Friends of Debenham High School of up to £500 for hiring inflatables and bouncy castles for the Summer Fete.  
**Proposed** Cllr Alexander, **Seconded** Cllr Faggionato, **Approved** Unanimously
  - iv. To review and approve the Funding Policy: Deferred to the July meeting.
  - v. Council approved 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**Proposed** Cllr Alexander, **Seconded** Cllr Hughes, **Approved** Unanimously
  - vi. To consider for approval the purchase of a mini body-worn camera for use by the Council at a cost of £35.99. This item was moved to **DPC/26/640**.

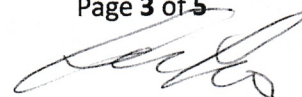
#### **Committees, Working Groups and Representatives Reports:**

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

1. To consider representatives for Parish Council Committees and Working Groups: Deferred to the September meeting.  
Council agreed to amalgamate the three Neighbourhood Plan Working Groups into one comprising Cllrs Collins, Hammond, Haddon, and Hughes.

##### **DPC/26/633: Neighbourhood Plan**

1. Update regarding the Residents' Survey: Over 200 hard copies of the completed survey had been received. Council thanked the volunteers who had already uploaded 160 of the surveys onto the online system.
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: Cllrs Haddon and Hammond and a few volunteers had met. They have a series of templates which will be populated by the next meeting.





#### **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. The goal posts had been vandalised beyond repair and removed. Cllr Faggionato volunteered to engage with the High School to get them involved in the process of considering suitable replacement equipment.
2. Council considered quotations regarding works required to overhanging trees at Cherry Tree Green and approved a quotation of £300 +VAT with the work undertaken as part of a training course.

**Proposed** Cllr Faggionato, **Seconded** Cllr Hammond, **Approved** Unanimously

3. Council approved the following repairs and maintenance of the public lavatories:
  - 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
  - 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 provided to the street warden to assist with unblocking of drains
  - f. Provision of a laminated sign for when the facilities are closed temporarily

**Proposed** Cllr Hammond, **Seconded** Cllr Grimshaw, **Approved** Unanimously

4. Council considered the actions to be taken to combat vandalism of the public lavatories:
  - a. Council approved installing a pay-to-use system at a cost of £2,410 and set a budget of £1,000 for doing the repairs and maintenance referred to at **DPC/26/634.3**. Cllr Collins will revert to the contractor for Radar to be added for disabled users.  
**Proposed** Cllr Hughes, **Seconded** Cllr Faggionato, **Approved** Unanimously
  - b. Council decided against installing CCTV.
  - c. Council agreed to additional inspections, details to be decided.
  - d. Council agreed to reduce the WCs to one unisex facility due to the level of demand and permanently close the other facility and use it for storage.

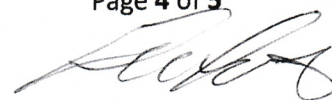
The District Cllr offered to put the Council in touch with MSDC's Anti-Social Behaviour team.

#### **DPC/26/635: Highways**

1. Update regarding visit to be arranged with enforcement team: The enforcement team have said they have visited the village twice recently. Cllr Alexander is requesting further details and will update Council at the July meeting regarding how many times enforcement have attended and the number of tickets issued. Enforcement have confirmed there is no TRO on Chancery Lane, it is just an advisory. They have also confirmed they have no powers to enforce parking on pavements. The only places that can be enforced are on the yellow no waiting zone in front of the primary school gate and in front of the high school. They were enforcing the double yellow lines by the primary school but these have now faded and have been reported to Highways and to the County Cllr.

#### **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: Three greens have been looked at – Gardeners Road in between two bungalows where there used to be a play area was looked at for development; Lock Close with a view to convert to a car park; and the URC ground with a view to pursue a car park and community space. Cllr Cockerton was asked to prepare a brief note for the September meeting with details of what the challenges are and an estimate of the time the project would take so that Council may decide what it



wants to pursue and how to fit it in with current projects. Council noted that the wall that is leaning at Gardeners Road has been reported to both Highways and Mid Suffolk District Council. Cllr Collins will follow up with the County Cllr and report back at the July meeting.

**DPC/26/637: Correspondence received**

1. Query from Low Carbon Alliance as to whether DPC is evaluating a wind turbine project: The Council confirmed it is not 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: Cllr Hammond volunteered to prepare a draft response to the survey and circulate via Slack for comment.
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: Council agreed to share the information with the Woodlands group, the Green Team and UDOG.
4. Email from Emergency Planning Officer at BMSDC regarding development of an emergency plan for Debenham. Cllr Collins volunteered to liaise with Ben Wilding whose team helps parishes set up emergency plans.

**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)**

1. Council agreed to send a polite letter to a property on the High Street which is in the conservation area as the blue lidded bin has been left on the pavement.
2. Social media presence.

**DPC/26/639: Date of next Parish Council meeting – Monday 20<sup>th</sup> 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 matters.

Meeting closed at 20.58pm

Signed: \_\_\_\_\_

Chair

Date: \_\_\_\_\_

27<sup>th</sup> July 2026.