

**DEBENHAM PARISH COUNCIL**  
Email: parish.clerk@debenhamparishcouncil.org

Signed



Parish Clerk – 11<sup>th</sup> February 2026

**All Parish Councillors are summoned to attend a meeting of the Council to be held on  
Monday 16<sup>th</sup> February 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/26/534: To consider Apologies for Absence**

**DPC/26/535: Declarations of Interest with regards to items on the Agenda**

**DPC/26/536: Public Participation section** (meeting open for 10 minutes)

**DPC/26/537: Reports**

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

**DPC/26/538: To approve Minutes of the meeting held on 19<sup>th</sup> January 2026**

**DPC/26/539: Action Plan of Outstanding Matters (Resolved):**

1. Repairs to Gardeners Road footway. Work completed.
2. Barleyfields boundary / hedging. Work in progress.

**DPC/26/540: Action Plan of Outstanding Matters (Ongoing):**

1. Proposed Flood Management Initiative and presentation of report by Sustainable Water Solutions (Cllr Hammond)
2. Parishioner Correspondence Market Green (Cllr Sweet)
3. Parking on Green Space Coopers field. Update re Pride in Your Place funding for 1-2 benches. (Cllr Sweet)
4. Churchyard maintenance and Yew tree reduction (Cllr Sweet)
5. Installation of Defibrillator at Dove Cottage (Cllr Collins)
6. Water Lane "No Through Road" Signage (Cllr Sweet)
7. Party Wall repairs Churchyard / 43 High Street (Cllr Sweet)
8. Priory Lane flooding and sandbag quotations (Cllr Sweet / Cllr Collins)

9. Bench Sponsorship Scheme. Update re Pride in Your Place funding. (Cllr Sweet)
10. Development of lower Gardeners Road and additional play equipment. Update regarding quotes for play equipment and a bench (Cllr Sweet)
11. Update on street lighting and drainage at Gardeners Road (Cllr Sweet / Cllr Collins)

**DPC/26/541: PLANNING: to consider response to planning applications received from Mid Suffolk District Council (MSDC):**

**1) APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - DC/26/00437** Proposal: Cherry in rear garden, Crown Reduction reducing the height and spread of the tree by 1.5-2 metres and balance to reduce risk of limb failures in adverse weather conditions. Remove dead wood over 15mm in diameter and remove any weak or crossing branches to improve form and structure.

Location: 9 High Street, Debenham IP14 6QL. **Deadline 25<sup>th</sup> February 2026**

**2) APPLICATION FOR PLANNING PERMISSION - DC/25/05282** Proposal: Erection of a single storey rear extension. Remove chimney. Replace windows and install weatherboarding. Rooflight and PV panels to rear existing roof. New porch canopy. Convert garage to study, replacing garage door with window. Location: 36 Henniker Road, Debenham IP14 6RG **Deadline extended to 20<sup>th</sup> February 2026**

**DPC/26/542: PLANNING – Decisions to Note:** None received.

**DPC/26/543: Finance**

1. Approve February 2026 Payments Schedule and note Receipts
2. Finance Working Group report:
  - i. To consider approval of the Budget 2026/27
3. Update on refund of £2,600 unused grant from Debenham Angel Community Ltd (Cllr Sweet)
4. To consider approval for £4,900 contribution towards £11,800 cost of replacement hard wood oak fencing on the High Street. The balance of £6,900 to be funded by way of a grant (Cllr Sweet)
5. To consider approval for continued grant support of the Green Team's river water testing (Cllr Sweet)
6. To consider approval for hire of a skip for allotments March tidy up to be paid for out of allotment funds (Cllr Sweet)
7. To consider cost approval for recreation ground and cemetery gaps infill with blackthorn hedging (Cllr Sweet)
8. To note receipt of SALC Internal Audit Service Letter of Engagement
9. Update on the process for removal of the rateable value of the cemetery
10. To consider the grounds for reconsidering a request for CIL funding from a previous applicant

**DPC/26/544: Administration**

1. Councillor/Employee expenses policy (Cllr Cockerton)
2. Venue for uniformed groups in the village (cubs, brownies, scouts, guides, etc) – Potential sites and funding (Cllr Winrow-Giffin)
3. To consider membership and balance of responsibilities of Committees and Working Groups, including a second Councillor for attachment to Sir Robert Hitcham Lower School
4. To consider Councillors' accessibility of messages circulated via Slack
5. To consider Council's participation in river focus event in May/June 2026 (Cllr Winrow-Giffin)
6. To explore the possibility of a dedicated space within the village for a building for youth groups to use. Working group needed. (Cllr Winrow-Giffin / Cllr Sweet)

7. To investigate the feasibility of repurposing a couple of green areas within the village. Working group needed. (Cllr Sweet)
8. To consider registration of parish council .gov.uk domain name and email addresses (Cllr Winrow-Giffin)

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

##### **DPC/26/545: Neighbourhood Plan:**

1. To consider approval of the publicity postcard for March event
2. To consider membership of Neighbourhood Plan working group
3. To consider volunteers for delivery of publicity postcards
4. To consider engaging a Landscape consultant; two recommendations have been received
5. To consider researching a Flooding consultant

##### **DPC/26/546: Allotments:**

1. Update on the purchase of posts to fix fences, and chicken wire to create a new plot and boundaries where plots have been divided - to be funded from allotment funds (Cllr Sweet)

##### **DPC/26/547: Flooding:**

1. Update from Environment Agency on future management of erosion boards and residents' riparian obligations EA REF: TOCOR2026/03354 (Clerk)

##### **DPC/26/548: General Maintenance topics:**

##### **DPC/26/549: Highways:**

1. Update on parking enforcement at High Street/Cross Green pavement (Cllr Winrow-Giffin / Cllr Alexander)
2. Update on Chancery Lane road safety signage (Cllr Alexander)
3. Update on proposed Traffic Regulation Order (TRO) (County Cllr Hicks)
4. Bid for pavement repairs via central funding budget – compilation of list of pavement repairs (Cllr Hammond)
5. To consider locations for EV charging points (Cllr Collins)
6. Update on Water Lane flooding and lack of drainage (County Cllr Hicks / Cllr Collins)
7. Update regarding potential car park location and investment (Cllr Collins)
8. To discuss request for a gate on Barleyfields development to the lake and Hoppit Wood, and response to District Cllr Davis re residents' access to open spaces and the Open Spaces Act

##### **DPC/26/550: Correspondence received:**

1. Request for action about the parking on and damage to the grass at Lock Close
2. Request for two grit/salt bins to be located on the Greensleeves estate
3. Request for gents public toilet to be unlocked between 7am-7pm
4. Concern raised about crumbling wall between Vicarage Gardens and Gardeners Road area

**DPC/26/551: 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/26/552: Date of next Parish Council meeting – Monday 16<sup>th</sup> March 2026, 7pm at Dove Cottage, High Street, Debenham**

**Close of meeting.**