

DEBENHAM PARISH COUNCIL
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Signed



Parish Clerk – 13th May 2026

**All Parish Councillors are summoned to attend a meeting of the Council to be held on
Monday 18th May 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/26/598: Election of Chair

DPC/26/599: Election of Vice-Chair

DPC/26/600: To consider Apologies for Absence

DPC/26/601: Declarations of Interest with regards to items on the Agenda

DPC/26/602: Public Participation section (meeting open for 10 minutes)

DPC/26/603: Reports

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

DPC/26/604: To approve Minutes of the meeting held on 20th April 2026

DPC/26/605: Action Plan of Outstanding Matters (Resolved)

1. Barleyfields boundary / hedging. In progress.
2. Churchyard maintenance and Yew tree reduction. Tree survey report awaited.
3. Water Lane "No Through Road" Signage. In progress.

DPC/26/606: Action Plan of Outstanding Matters (Ongoing)

1. To consider quotations and approve the purchase of a defibrillator for installation at Dove Cottage (Cllr Collins)
2. 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)
3. Update regarding registration of the Village Green (Clerk)
4. Update regarding engaging a structural engineer to examine the Churchyard wall including at 43 High Street (Clerk)
5. Update regarding the purchase of two benches (one for Coopersfield; one for Gardeners Road) (Clerk)

6. Update regarding Priory Lane flooding and Highways site visit (Cllr Sweet / Cllr Collins)
7. Update regarding installation of a streetlight at Gardeners Road (Cllr Collins / Cllr Sweet)
8. Update regarding the action to be taken to repair damaged railings at recreation ground and a missing down post in the Urn Garden (Cllr Sweet / Cllr Collins)

DPC/26/607: PLANNING: to consider response to planning application received from Mid Suffolk District Council (MSDC)

1) **APPLICATION FOR PLANNING PERMISSION - DC/26/01890** Proposal: Continuation of use of existing temporary bridge as a temporary works access to site approved under DC/24/00341. Location: Land off Low Road, Debenham IP14 6QX. **Consultation deadline 1st June 2026**

DPC/26/608: PLANNING – Decisions to Note

1) **APPLICATION FOR A NON-MATERIAL AMENDMENT DC/23/01649 – REFUSED**. Slight alteration to the porch design (excluding chimney). Location: Poplar Hall Barn, Low Road, Debenham, IP14 6BS

2) **HOUSEHOLDER APPLICATION DC/26/00558 – GRANTED**. Erection of first floor extension. Addition of new bathroom to upper level. Location: 11 Moores Close, Debenham IP14 6RU

3) **DISCHARGE OF CONDITIONS APPLICATION DC/26/01488 – APPROVED** Conditions 3 (Repairs to Underlying Fabric) and 4 (Insulation). Location: 39 Chancery Lane, Debenham IP14 6PH

4) **DISCHARGE OF CONDITIONS APPLICATION DC/26/00760 – APPROVED**: Conditions 6 (Sustainability Measures), 10 (Access Surfacing), 16 (Refuse and Recycling Bins), 17 (Foul Drainage Scheme), 20 (Biodiversity Enhancement Layout), 21 (Wildlife Sensitive Design Scheme); **REFUSED**: Conditions 13 (EV Charging), 14 (Cycle Storage), 15 (Access Surface Water). Location: Two Fields Farm, Low Road, Debenham IP14 6BJ

DPC/26/609: Finance

1. To consider for approval the May 2026 Payments Schedule and to note receipts and bank balances / reconciliations
2. Finance Working Group report:
 - i. Report including accounts to end April 2026 (RFO)
 - ii. CIL Funding report update (RFO)
 - iii. Renewal of insurance
 - iv. To approve the list of Standing Orders / Direct Debits / Direct Bank Payments etc including Salaries, HMRC and Pensions, Contractors and Sundries, Clerk and Councillor expenses. Subscriptions. Electricity for Public Conveniences and Telephone Kiosk. Water Rates to Allotments, Cemetery and Public Conveniences. Dove Cottage Wifi connection and venue storage fee (RFO)
 - v. Audit – To receive and note the Annual Internal Audit Report
 - vi. Audit - To approve AGAR Annual Governance Statement for 2025-26 (already circulated to Parish Councillors) (RFO)
 - vii. Audit - To approve AGAR Accounting Statements for 2025-26 (already circulated to Parish Councillors) (RFO)
 - viii. Audit - To approve commencement date for Notice of Public Rights for 2025-26 (already circulated to Parish Councillors) (RFO)
 - vix To approve and sign the CIL Annual Return to 31-Mar-26 (already circulated to Parish Councillors) (RFO)

DPC/26/610: To review and approve the following Council Policy deferred from the April meeting:

1. Funding Policy

DPC/26/611: Administration

1. Update regarding new .gov.uk email addresses and website (Clerk)
2. Update regarding the Rivers event on 6th June 2026 (Cllr Haddon)
3. To consider arrangements for storage of the village bier (Cllr Cockerton)

Committees, Working Groups and Representatives Reports:

DPC/26/612: Neighbourhood Plan

1. To consider for approval the High Level Project Plan circulated to Councillors, with amendments and updates to be provided as the project progresses (Cllr Hammond)
2. To consider requesting the Neighbourhood Plan volunteer group to prepare and submit 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)

DPC/26/613: General Maintenance topics

1. To consider an offer received from a resident to clean and paint the village sign on the village green –lettering and sign to remain black and white, with proposal to paint the two legs black. Resident has offered to provide the paint.
2. Request from a resident for Council to consider replacing the existing goal frames on the recreation ground with metal frames due to the existing frames being damaged. See also **DPC/26/613.3** below
3. Concerns raised by a resident regarding the goal posts regularly being moved from the top of the recreation ground:
 - a. The goals are being moved as the top of the recreation ground is uneven/rabbit holed making it unsuitable for playing football
 - b. When the goal posts are repositioned East-West the ball runs down the slope through a resident's hedge; children enter the garden to retrieve their ball resulting in damage to plants and flowers
 - c. When the goals are repositioned North-South, missed shots regularly strike a neighbouring fence with significant force, and balls occasionally go over the top of it
 - d. Safety concern when the goals are repositioned North-South due to the close proximity to the playground equipment and the risk of children being struck by balls travelling at speed
 - e. General concern that the equipment is being misused and damaged with the posts being turned on their ends and bent

DPC/26/614: Highways

1. Update on parking enforcement at High Street/Cross Green pavement (Cllr Alexander)
2. Update on Chancery Lane road safety signage (Cllr Alexander)
3. Update on Water Lane flooding and lack of drainage (County Cllr Hicks / Cllr Collins)

DPC/26/615: Dedicated Space for Uniformed and Youth Groups

1. Update regarding exploring the possibility of a dedicated space within the village for uniformed and youth groups to use. (Cllr Sweet)

DPC/26/616: 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 (Cllr Sweet Cllr Cockerton)

DPC/26/617: Correspondence received

1. Concerns raised by a resident regarding councillors conduct at the April meeting
2. Request from a resident to understand why plants in Cross Green including hollyhocks, foxgloves and golden rod have been sprayed and killed off with weed killer
3. Request from Transport Made Simple to provide a letter in support of a bid to Suffolk County Council for the introduction of a bus service between Bury St Edmunds and Thornham to include Debenham
4. Request from a resident for the road area opposite the Low Road/High Street junction to be considered for inclusion for double yellow lines as part of the TRO project
5. Query from a resident as to why the grass under the railings in Aspoll Road has been strimmed but not in Ipswich Road

DPC/26/618: 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/26/619: Date of next Parish Council meeting – Monday 15th June 2026, 7pm at Dove Cottage, High Street, Debenham

Close of meeting.