

Debenham Parish Council
Minutes of the Parish Council Meeting
Monday 18th May 2026
Dove Cottage, Debenham

Present: Cllr Collins (Chair), Cllr Alexander, Cllr Cockerton, Cllr Faggionato, Cllr Hammond, Cllr Potter, County Councillor Hicks (arrived 8.12pm), District Councillor Davis, Parish Clerk/RFO Ginny O'Hegarty, and 3 members of the public.

DPC/26/598: Election of Chair It was resolved to appoint Cllr Collins as Chair of the Parish Council. The Chair signed a Declaration of Acceptance of Office.

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

DPC/26/599: Election of Vice-Chair A Vice Chair was not elected.

The Chair brought forward item **DPC/26/617.1** reminding Councillors and members of the public of the correct procedures to be followed at meetings.

DPC/26/600: To consider Apologies for Absence Cllrs Grimshaw and Haddon (apologies approved).

DPC/26/601: Declarations of Interest with regards to items on the Agenda None declared.

DPC/26/602: Public Participation section (meeting open for 10 minutes). A member of the public was disappointed by the response received to item DPC/26/617.1.

DPC/26/603: Reports

1. District Councillor's report

The District Cllr had provided an annual report and noted her May report is available in the Debenham magazine. The District Cllr had received queries from residents seeking clarity on the process of the TRO and what has been included with suggestions for residents' parking permits to be considered rather than double yellow lines. Council agreed to follow up with the County Cllr.

2. County Councillor's report

The County Councillor had provided an annual report. There had been no further activity in light of the recent elections. Reform UK is due to take over the County Council this week and the Council awaits clarification from the new administration regarding its approach to traffic management matters. The Debenham TRO is therefore currently on hold pending confirmation of the new administration's approach.

DPC/26/604: To approve the Minutes of the meeting held on 20th April 2026 The Minutes were agreed and signed.

Proposed Cllr Alexander, **Seconded** Cllr Cockerton, **Approved** 5 in favour, 1 abstention due to absence

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

1. Barleyfields boundary / hedging. Council to check whether this has been completed.
2. Churchyard maintenance and Yew tree reduction. Tree survey report awaited.
3. Water Lane "No Through Road" Signage. The signage has been ordered and is awaited.

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

1. **Installation of Defibrillator at Dove Cottage:** Council considered three quotations and approved the purchase of a defibrillator for installation at Dove Cottage to the left of the front door, subject to ensuring it meets British Standards and investigating whether planning consent is required. The supplier that provided installation within their quotation was selected at a cost of £1,654.80 including VAT.
Proposed Cllr Collins, **Seconded** Cllr Potter, **Approved** Unanimously
2. **Update regarding investigations into the feasibility of the construction of a flood mitigation structure on land adjacent to Hoppit Wood and Lake:** UDOG will contact Councillors inviting them to attend a workshop with experts in June following which a report will be provided to Council for consideration.
3. **Registration of the Village Green:** Council had instructed a solicitor and the Clerk was liaising with them as regards the documentation required.
4. **Update regarding repairs to the Churchyard wall at 43 High Street:** Councillors will provide the Clerk with recommendations of structural surveyors to (1) inspect the Churchyard wall at 43 High Street to provide a broad idea of the works required, followed by the provision of a specification of works, and (2) to inspect the entirety of the Churchyard wall.
5. **Update regarding the purchase of two benches** (one for Coopersfield; one for Gardeners Road): The benches had been ordered and delivery was expected in 6-8 weeks.
6. **Update regarding Priory Lane flooding and Highways site visit:** Council noted the location is Water Lane. The Clerk was requested to follow up with the County Councillor regarding the costs for installing a drain.
7. **Update regarding installation of a streetlight at Gardeners Road:** Cllr Collins will identify the location for the streetlight and the Clerk was requested to obtain further information about the level of brightness of the light once it dims down at night.
8. **Update regarding the action to be taken to repair damaged railings at recreation ground and a missing down post in the Urn Garden:** Cllrs Collins and Cockerton agreed to undertake a site inspection together.

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

1) **DC/26/01890** Application for continuation of use of existing temporary bridge as a temporary works access to site approved under DC/24/00341 at land off Low Road, Debenham. **Consultation deadline 1st June 2026.** Council objected to the application due to the discontent among residents of Low Road and deferred the matter to the District Councillor to call it back into Committee for determination.

DPC/26/608: PLANNING – Decisions to Note

1) **DC/23/01649** Slight alteration to the porch design (excluding chimney) at Poplar Hall Barn, Low Road, Debenham. **Refused**

2) **DC/26/00558** Erection of first floor extension. Addition of new bathroom to upper level at 11 Moores Close, Debenham. **Granted**

3) **DC/26/01488** Discharge of Conditions 3 (Repairs to Underlying Fabric) and 4 (Insulation) at 39 Chancery Lane, Debenham. **Granted**

4) **DC/26/00760** Discharge of 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) at Two Fields Farm, Low Road, Debenham. **Approved**. Discharge of Conditions 13 (EV Charging), 14 (Cycle Storage), 15 (Access Surface Water). **Refused**

DPC/26/609: Finance

1. Council approved the May 2026 Payments Schedule and noted receipts and bank balances / reconciliations.

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

2. Finance Working Group report:

- i. Report including accounts to end April 2026

The RFO reported total bank balances as £363,586.87 made up as follows:

- Current Account: £7,736.91
- Deposit Account: £346,681.99
- Woodlands Current Account: £1,411.56
- Woodlands Deposit Account: £7,756.41

There is an unrepresented cheque to Sir Robert Hitcham CEVAP School in the amount of £1,605.00.

- ii. CIL Funding report update. The RFO reported the total CIL balance as £133,271.96 including £42,474.84 received in April 2026.

- iii. Renewal of insurance. Council approved renewal of the Clear Councils insurance policy.

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

- iv. Council approved 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

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

- v. Audit – Council received and noted the Annual Internal Audit Report

- vi. Audit – Council approved the AGAR Annual Governance Statement for 2025-26

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

- vii. Audit – Council considered, approved and signed the AGAR Accounting Statements for 2025-26

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

- viii Audit – Council approved the commencement date for the Notice of Public Rights for 2025-26

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

- vix Council approved the CIL Annual Return to 31 March 2026.

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

DPC/26/610: To review and approve the Funding Policy: Deferred to the June meeting

DPC/26/611: Administration

1. **Update regarding new .gov.uk email addresses and website:** Councillors' new email addresses had been set up and the website was in the process of being finalised.
2. Update regarding the Rivers event on 6th June 2026: Council was informed that arrangements were progressing well.
3. To consider arrangements for storage of the village bier: Deferred to the September meeting.

Committees, Working Groups and Representatives Reports:

DPC/26/612: Neighbourhood Plan

1. Council approved the High Level Project Plan, with amendments and updates to be provided as the project progresses.
Proposed Cllr Hammond, **Seconded** Cllr Alexander, **Approved** Unanimously
2. Council approved 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.
Proposed Cllr Alexander, **Seconded** Cllr Faggionato, **Approved** Unanimously

DPC/26/613: General Maintenance topics

1. Council accepted an offer from a resident to clean and paint the village sign on the village green – lettering and sign to remain black and white, and to paint the two legs black. Council expressed their thanks to the resident.
Proposed Cllr Alexander, **Seconded** Cllr Faggionato, **Approved** Unanimously
2. Council considered a request from a resident for the existing goal frames on the recreation ground to be replaced with metal frames due to the existing frames being damaged. Council discussed potentially installing metal frames concreted into the ground. It was agreed a site visit was required. See **DPC/26/613.3** below.
3. Council considered the concerns raised by a resident regarding the goal posts regularly being moved from the top of the recreation ground due to uneven/rabbit holed ground and the resulting damage and safety issues. Cllr Faggionato volunteered to undertake a site visit and talk to the residents who had raised their concerns. Cllr Cockerton requested Cllr Faggionato provide a plan shown the proposed location of the goals due to the potential close proximity to the cemetery.

DPC/26/614: Highways

1. Update on parking enforcement at High Street/Cross Green pavement: Cllr Alexander will request the enforcement team visit the location to assess the situation.
2. Update on Chancery Lane road safety signage: Council had received confirmation there is not a TRO in place at Chancery Lane.
3. Update on Water Lane flooding and lack of drainage: See DPC/26/606.6.

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: Council agreed to withdraw this item pending the outcome of the Neighbourhood Plan review and whether the residents' survey demonstrates an identified need.

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: Deferred to June meeting pending Cllr Cockerton following up with Cllr Sweet regarding his report.

DPC/26/617: Correspondence received

1. Concerns raised by a resident regarding councillors conduct at the April meeting: Brought forward to the beginning of the 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. Council confirmed the street warden had not sprayed the plants and Cllr Collins volunteered to speak with the resident.
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: Council supported the proposal and requested the Clerk provide a letter in support.

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

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: Council agreed to open the subject up for discussion in the future once further details are known about the approach the new administration will take towards traffic management.
5. Query from a resident as to why the grass under the railings in Aspell Road has been strimmed but not in Ipswich Road: The area in Ipswich Road has since been strimmed.

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)

1. Representatives for Parish Council Committees and Working Groups (Cllr Cockerton)
2. Public lavatories (Cllr Cockerton)

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

The Chair noted the resignation of Cllr John Sweet and thanked him personally and on behalf of the Parish Council for his service to the community.

Council approved Cllrs Collins and Faggionato be added to Barclays' bank mandate.

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

Meeting closed at 8.56pm

Signed: _____

Chair

Date: _____

15/6/2026.