

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

Signed



Parish Clerk – 22nd July 2026

**All Parish Councillors are summoned to attend a meeting of the Council to be held on
Monday 27th July 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/26/641: To consider Apologies for Absence

DPC/26/642: Declarations of Interest with regards to items on the Agenda

DPC/26/643: Public Participation section (Meeting open for 10 minutes. Individual speakers are limited to a maximum of 3 minutes each.)

DPC/26/644: Reports

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

DPC/26/645: To approve Minutes of the meeting held on 15th June 2026

DPC/26/646: To consider any applications for co-option to the vacancies on the Parish Council

DPC/26/647: Action Plan of Outstanding Matters (Resolved)

1. Water Lane "No Through Road" Signage. Works ordered; will be completed by 20th August.
2. Registration of the Village Green. Ongoing.
3. Installation of a streetlight at Gardeners Road. Works ordered.
4. Repair of railings at recreation ground and missing down post in the Urn Garden. Works ordered.
5. Overhanging trees at Cherry Tree Green. Application for works to trees in a conservation area has been submitted; decision due 5th August.

DPC/26/648: Action Plan of Outstanding Matters (Ongoing)

1. Update regarding the purchase of a defibrillator for installation at Dove Cottage (Cllr Collins)
2. To consider quotations for works to trees marked as urgent in the recent tree survey report (Clerk)
3. Update regarding investigations into the feasibility of the construction of a flood mitigation structure on land adjacent to Hoppit Wood and Lake (Cllrs Collins/Haddon/Faggionato/Potter) and to consider for approval:
 - a. the recommendations contained within the natural flood management workshop report;
 - b. proceeding with investigating the design and costs of the project;
 - c. UDOG submitting funding applications to begin the draft design process.
4. Update regarding Water Lane flooding and Highways site visit (Cllr Collins)

DPC/26/649: PLANNING: to consider response to planning application received from Mid Suffolk District Council (MSDC)

1) PLANNING APPLICATION - DC/26/02875 Erection of 4 self-build dwellings and associated works (alternative scheme to that approved under DC/26/01195). Location: Land Between The Butts And Little London Hill, Debenham. **Deadline 28th July 2026**

2) APPLICATION FOR WORKS TO TREES IN A CONSERVATION AREA - DC/26/02685 Two oak trees require a crown reduction of a maximum of 5m. Location: Cherry Tree Green near 2 River Close Debenham IP14 6ST. The Parish Council is the applicant and therefore cannot comment.

3) APPLICATION FOR PLANNING PERMISSION - DC/26/02415 Replacing 2 windows Location: 7 Water Lane, Debenham IP14 6QB. **Deadline extended to 30th July 2026**

DPC/26/650: PLANNING – Decisions to Note

1) NON-MATERIAL AMENDMENT - DC/26/02384 APPROVED Minor changes to external finishes, and relocation of doors and windows. An external low-level wall for flood protection to a timber structure. Location: 11 Water Lane, Debenham IP14 6QB.

2) APPLICATION FOR PLANNING PERMISSION AND LISTED BUILDING CONSENT - DC/26/00118 and DC/26/00119 GRANTED Installation of up and over garage door to rear brick shed and removal of existing windows; Replacement of existing gate; Construction of brick arch and installation of wooden arched gate; Replacement/repair to attic bedroom space. Location: 12-14 High Street, Debenham IP14 6QJ.

3) APPLICATION FOR PLANNING PERMISSION AND LISTED BUILDING CONSENT - DC/26/00522 and DC/26/00523 GRANTED Rebuilding of open lean-to into an enclosed lean-to. Retention of reinforcing works to existing river bank and erection of access deck. Location: 6 Chancery Lane, Debenham IP14 6RN.

DPC/26/651: Finance

1. To consider for approval the July 2026 Payments Schedule and to note receipts and bank balances / reconciliations
2. Finance Working Group report:
 - i. Report including accounts to end June 2026 and spend against budget (RFO)
 - ii. CIL Funding report update (RFO)
3. To consider the provision of a commercial waste bin for collection by Mid Suffolk District Council at a cost of £1,209 per annum for weekly collection / £654 per annum for fortnightly collection
4. Funding request from Debenham High School - £37,110 comprising:
 - a. Canopy supply and installation: £12,999
 - b. Soundproofing of the chaplaincy room: £5,508
 - c. Contribution towards resurfacing the tennis courts: £16,475
 - d. Purchase of external table tennis tables: £2,128
5. Funding request from Upper Deben Owners Group ("UDOG") - £2,000 towards:
 - a. Insurance, web hosting, accounting: £1,075
 - b. Design, printing, event hire: £2,150
 - c. Education materials, workshop delivery: £3,160
 - d. The Trustees of UDOG request Council to liaise with the District Councillor to request the balance of £4,385 be made by way of a grant to UDOG by Mid Suffolk District Council
6. To review and approve the Funding Policy (deferred from the April meeting) (Cllr Faggionato)
7. To consider for approval the following online training course for newly co-opted Councillors: "Councillor Basics" online workshop comprising two sessions, £70+ VAT in total per person

DPC/26/652: Administration

1. To consider for approval a response to Babergh and Mid Suffolk District Councils scoping consultation survey which is open until 31 July 2026 (Clerk)
2. To consider whether to establish a social media presence (Cllr Cockerton/Clerk)

Committees, Working Groups and Representatives Reports:**DPC/26/653: Neighbourhood Plan**

1. Update regarding the Residents' Survey (Cllr Collins/Clerk)
2. Update regarding the volunteer group's communication plan (Cllr Haddon)

DPC/26/654: General Maintenance topics

1. To consider appointing a group of councillors to carry out routine inspections of the parish play equipment and to agree the frequency of inspections, maintenance checks, and record-keeping
2. Update on involving the High School in considering replacement equipment at the recreation ground (Cllr Faggionato)
3. To consider and approve further repairs and maintenance of the public lavatories (Cllr Collins):
 - a. Installation of an electric hand dryer in place of paper towels which are being flushed and causing the drain to block. Cost: £950-£1,100 +VAT including electrical installation
 - b. Replacement of the consumer unit in the public lavatories to provide 30mA RCD electrical safety device protection. Cost: £390.00
 - c. Serviced hygiene bin. Cost: In the region of £125 per annum for monthly collection
 - d. Programmable air freshener to include 5-year supply of fragrance. Cost: £109.00
4. To consider actions to be taken to combat anti-social behaviour (Cllr Collins/Clerk)
5. To consider actions to be taken to prevent vehicles accessing the lane past the bollards on the south side of the lake (Cllr Cockerton)

DPC/26/655: Highways

1. Visits by the enforcement team and number of tickets issued (Cllr Alexander)
2. Faded double yellow lines by the primary school (Cllr Alexander/Clerk)
3. Leaning wall at Gardeners Road (Cllr Collins/Clerk)
4. Traffic Regulation Order: to consider and agree further actions to be undertaken.

DPC/26/656: 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/26/657: Date of next Parish Council meeting – Monday 21st September 2026, 7pm at Dove Cottage, High Street, Debenham

DPC/26/658: 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
2. Land matters

Close of meeting.