DEBENHAM PARISH COUNCIL

Chair: Cllr Ian Collins
Telephone: 07895 583798 Email clerk@debenhamparishcouncil.gov.uk

All Parish Councillors are summoned to attend a meeting of the Council to be held on Monday 16th November 2026, 7.00pm at Dove Cottage, High Street, Debenham. Parishioners are also invited to attend.

N-Cain

Signed: Parish Clerk **Dated:11/11/26**

AGENDA

Chair's announcement:
Welcome to this meeting of 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/26/703 To introduce new Clerk/RFO.

DPC/26/704: To consider Apologies for Absence

DPC/26/705: Declarations of Interest with regards to items on the Agenda

DPC/26/706: Public Participation section (Meeting open for 10 minutes. Individual speakers are limited to a maximum of 3 minutes each.)

DPC/26/707: Reports

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

DPC/26/708: To approve Minutes of the meeting held on 19th October 2026.

DPC/26/709 – Action Plan of Outstanding Matters (resolved)

1. Installation of tap and pay in the public toilets completed. Cllr Collins.
2. Trees on Moores Close. Clerk.

DPC/26/710 Action plan of Outstanding Matters (ongoing)

1. Update re installation of additional streetlight at Gardeners Road. Ongoing. Cllr Collins and correspondence received by Clerk in support of the additional light and with concerns re actual and increased risk of falls due to longer darkness over Autumn/Winter. Decision required regarding proceeding.
2. Replacement of zinc-plated screws re oak fencing along Debenham High Street. Ongoing. Clerk correspondence with SCC Cllr M Hicks.
3. Two benches to be installed by the street warden. Ongoing.

4. Installation of hygiene bin and programmable air freshener in the public toilets. Cllr Collins.
5. Wall at 43 High Street Debenham. Structural report has been completed. Cllr Ker-Gibson.
6. Leaning wall at Gardeners Road. Clerk – SCC Cllr M Hicks acknowledgement that this wall will be fixed within the next 6 months can be taken as SCC taking responsibility, no letter of such required.
7. Update from Clerk re TRO following contact to SCC Cllr M Hicks. Decision required does the Parish Council want to pursue a TRO.
8. Registration of village green. On-going. No update. Clerk awaiting documents from Solicitor for Council to sign and once signed and returned this can be registered.
9. Millenium Gates. Removed under H&S. Funding requested for replacement to be discussed in Finance.
10. UDOG update regarding the feasibility of the construction of a flood mitigation structure on land near the Hoppit wood: Cllrs are invited to attend Tuesday 17th Nov 16:00-17:30 with the engineer from Sustainable Water Solutions, venue Debenham Vets.

DPC/26/711 – Planning : to consider response to planning applications received from Mid Suffolk District Council (MSDC)

DC/26/04656 - Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hardstanding areas, storage container, sports lighting and access footpath at Debenham Leisure Centre, Gracechurch Street, Debenham, IP14 6BL.

Comment by 24th November.

DC/26/04727 - Application for works to trees in a Conservation Area - T1 Large Silver birch tree - 50% crown reduction and shape T2 Small Silver birch tree - 25% crown reduction and shape at 12 Aspall Road, Debenham, Stowmarket, Suffolk IP14 6QA.

Comment by 24th November.

DPC/26/712 - Planning – Decisions to Note

DC/26/03894 - Prior Approval application for telecommunications on land at Debenham Sewage Treatment Works, Thorpe Lane, Debenham, IP14 6NG.

Prior approval of the Planning Authority IS NOT REQUIRED.

DC/26/03545 - Application for Listed Building Consent - Replacement of failed render with lime render and timber repairs like for like at 10 Aspall Road, Debenham, IP14 6QA.

GRANTED.

DC/26/03507 – Application for Listed Building Consent re. **DC/26/03506** - Renovation of house, erection of single storey rear extension & erection of cart lodge at Red House Farm, Bellwell Lane, Debenham, IP14 6JG.

Both GRANTED.

DC/26/04129 - Notification of works to Trees in a Conservation Area - Pollard 1 No. Ash (T1) at approximately 5m and allow to form a new canopy at 17 High Street, Debenham, IP14 6QL.

MSDC DOES NOT WISH TO OBJECT – works may now be carried out.

DC/26/04291 - Notification of works to Trees in a Conservation Area - Reduce crown of 1 No. Horse Chestnut to 4.5m at 22 Priory Lane, Debenham, IP14 6QD.

MSDC DOES NOT WISH TO OBJECT – works may now be carried out.

DC/26/04292 - Notification of Works to trees in a Conservation Area - Reduce 1 No. Yew (T1) to 3m, Reduce 1 and No. Elm to 3m and Reduce 1 No. Horse Chestnut (T3) to 3m at 18 Priory Lane, Debenham, IP14 6QD.

MSDC DOES NOT WISH TO OBJECT – works may now be carried out.

DPC/26/713– Finance

1. To consider for approval the November 2026 Payments Schedule as circulated and to note receipts and bank balances / reconciliations.

DPC current Account £9.590.11

DPC Deposit Account £325,198.94

Woodland Current Account £1,325.26

Woodland Deposit Account £7,798.87

Receipts

Income this month £689.38. Allotment rents. 4 plots rent overdue.

Financial reports*

Trial balance available *

Detailed receipts and payments by budget heading available*

Earmarked reserves report available*

CIL expenditure to date available *

Clerk to confirm members of Finance committee and organise a meeting.

2. Correction that Locality CIL received in October was £4,385. As £4,685 was on October schedule this was sent to UDOG and an overpayment of £300 from CIL. Decision required on approval of additional £300.
3. Play Inspection invitation from BMSDC for inspections in Feb 2027. Cost £62.31 plus £25 admin charge net per play area.
4. Request for donations to the Poppy Appeal and Debenham Branch of the Royal British Legion. Last year £50 to each respectively.
5. Millenium Gates funding. A maximum of £5,145 NET as per quote in Slack.
6. Set-up of PO Box with mail redirected to Clerks home address. £499.80 for 12 months.

DPC/26/714 Committees, Working Groups and Representatives

To confirm below committees and working groups and Cllr leads and review if additional are required (eg. TRO pending earlier decision).

a. Debenham Neighbourhood Plan Review.

b. Allotments – Clerk. £2,039.68 in rent received. 4 plots payment overdue. 3 vacant plots. To chase return of outstanding signed tenancy agreements issued. Cllr Collins, Cllr Haddon & Bell.

c. Eco/Green Projects. Think Bike signs. Cllr Haddon.

d. Recreation Ground

e. Public Convenience

f. St Mary`s churchyard

g. Woodland

h. Emergency Planning –Chair has emailed latest EP to Mid Suffolk , no response yet.

i. Flood Report update – UDOG seek Cllr attendance at meeting tomorrow as mentioned earlier.

DPC/26/715: Administration

1. Website. DPC currently has 2 websites - https://debenham.onesuffolk.net/ & https://debenhamparishcouncil.gov.uk/. One Suffolk is an older website and is maintained by a Web Editor with fees of £70 per month hosting plus £130 for monthly editing. The other (gov.uk) is newer website and requires uploading and maintaining by DPC. Decision required going forward and redirection.

DPC/26/716: Correspondence received

1. Communications in support of and requesting an update re. the additional streetlight on Gardeners Road as mentioned in outstanding matters.
2. Request from The Debenham Project (Dementia - Caring for the Carers) asking if the parish council owns land next to URC and if so, could this be used for accessible parking required.
3. Concern regarding speed, size and volume of traffic down Chancery Lane due to closure for works on Aspall Road. Clerk communication with SCC Cllr M Hicks.
4. Resident reported crack on exterior wall by parking area outside 29 – 43 Henniker Road. Clerk reported to MSDC as SCC reporting portal updated to District Council responsible however MSDC advise they are not.
5. Enquiry from MSDC re. HM Land Registry for the public toilets on Little Back Lane. There are 2 Title numbers for the site - one shows MSDC as the owner and the other shows DPC as the owner.
6. Replacement pole on Gracechurch Street now completed and SID to be reattached.
7. Communication regarding trees beside Coopersfield/path to the cemetery and on the cemetery overhanging to Laxton Close.

DPC/26/717: 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/26/718: Date of next Parish Council meeting – Monday 14th December, 7pm at Dove Cottage, High Street, Debenham