

# DENHAM ANNUAL PARISH COUNCIL MEETING

Chairman: Councillor To be appointed

Email: [denhamparishclerk@gmail.com](mailto:denhamparishclerk@gmail.com)

All Parish Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend an ordinary meeting of the Parish Council on Wednesday 21<sup>st</sup> May 2025 at 7.30pm in **Denham Village Hall, Hoxne Rd, Denham, IP21 5DN** to consider the items set out below

If you are unable to attend but wish to make a comment only please contact the Parish Clerk before 3pm on the day of the meeting

## AGENDA

Item	Description
1	For compliance reappoint by co-option with Cllr M Hicks as quorate councillor, Lydia Marriott, Richard Gilmore and Tania Farrow.
1a	To elect the Chair and Deputy Chair for 2025/26
2	<b>Apologies for absence:</b> <ul style="list-style-type: none"><li>a. Councillors to receive any apologies for absence.</li><li>b. Councillors to vote on acceptance to accept apologies for absence.</li></ul>
3	<b>Declarations of Interest and Dispensation considerations:</b> <ul style="list-style-type: none"><li>a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.</li><li>b. To receive and consider any requests for dispensations.</li></ul>
4	<b>Minutes of previous meeting:</b> Councillors to agree the minutes of the Parish Council meeting held on 18th March 2025 as a true record of the business conducted.
5	<b>Public Forum:</b> (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none"><li>a. To receive reports from the District and County Councillor.</li><li>b. To receive comments or questions on matters of interest from members of the public.</li></ul>
6	<b>Planning:</b> <ul style="list-style-type: none"><li>a. To consider any current or new planning applications.<ul style="list-style-type: none"><li>I. DC/25/01588 – Mill Farm, Hoxne Rd, Denham – Application for prior approval. To ratify delegated decision as reported to Council.</li><li>II. DC/25/01675 – Denham House, Hoxne Rd, Denham – Change of use to holiday let. To ratify delegated decision as reported to Council.</li></ul></li></ul>

Wendy Alcock – Parish Clerk

Tel: 07726 924789

Email: [clerk@denhamparishcouncil.org](mailto:clerk@denhamparishcouncil.org)

Dated 09/05/2025

	<ul style="list-style-type: none"> <li>b. To note planning decisions received. <ul style="list-style-type: none"> <li>I. DC/25/01588 – Mill Farm, Hoxne Rd, Denham – Prior approval granted.</li> </ul> </li> <li>c. Other Planning Matters <ul style="list-style-type: none"> <li>I. Planning Statement of Community Involvement Consultation</li> <li>II. Appeal Dismissed – DC/24/01047 – Boxers Meadow, Low Road, Denham</li> </ul> </li> </ul>
7	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>a. Councillors to approve the finance report for the period ended 30 April 2025 including: <ul style="list-style-type: none"> <li>I. Bank reconciliations</li> <li>II. Budget to actual payments and receipts</li> <li>III. Budget monitoring to date for information.</li> </ul> </li> <li>b. Councillors to note receipts since the last meeting.</li> <li>c. Councillors to approve payments.</li> <li>d. Review authorised officer for bank accounts.</li> </ul>
8	<p><b>Governance:</b></p> <ul style="list-style-type: none"> <li>a. Councillors to approve the Annual Governance and Accountability Return for 2024/25 <ul style="list-style-type: none"> <li>I. Annual Governance Statement 2024/25</li> <li>II. Section 2 – Accounting Statements 2024/25</li> <li>III. To note the Annual Internal Audit Report 2024/25 for the AGAR and the recommendations made in the detailed report as submitted to Council.</li> </ul> </li> <li>b. To agree the Internal Control Statement for the year ending 31<sup>st</sup> March 2025. To comply with the recommendation to ratify all decisions from the meetings on the 5<sup>th</sup> November 24, 21<sup>st</sup> January 25 and 18<sup>th</sup> March</li> <li>c. To review and agree the asset register.</li> <li>d. To review and approve the Council’s risk assessment.</li> <li>e. Review and approve the Financial Regulations</li> <li>f. Review and approve the Standing Orders</li> </ul>
9	<p><b>Denham Community Council:</b> To receive an update and consider any action required.</p> <ul style="list-style-type: none"> <li>a) Receive an update on works to village hall.</li> <li>b) To agree the management agreement/Trust Deed with the DCC to run the Village Hall or consider the future running arrangements of the hall.</li> </ul>

10	<p><b>Correspondence:</b> To receive and consider any comments/actions to correspondence received which is not already covered within the agenda.</p> <ul style="list-style-type: none"> <li>a) Adoption of the BMSDC Biodiversity and Trees Supplementary Planning Document – To Note.</li> <li>b) Suffolk Water Supply Project – To Note</li> <li>c) NSIP and large-scale energy developments update – To note.</li> </ul>
11	Any other matters for information, to be noted, or for inclusion on a future agenda.
12	Date for the next Parish Council meeting – 15 <sup>th</sup> July 2025.
13	To close the meeting.