

DENHAM PARISH COUNCIL MEETING

Chairman: Councillor Tania Farrow

Email: clerk@denhamparishcouncil.gov.uk

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 25th November 2025 at 7.30pm in Denham Village Hall, Hoxne Rd, Denham to consider the items set out below.

AGENDA

Item	Description
1	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absence.b. Councillors to vote on acceptance to accept apologies for absence.
2	Declarations of Interest and Dispensation considerations: <ul style="list-style-type: none">a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.b. To receive and consider any requests for dispensations.
3	Minutes of previous meeting: Councillors to agree the minutes of the Parish Council meeting held on 16 th September 2025 as a true record of the business conducted.
4	Matters Arising from previous meeting. <ul style="list-style-type: none">a) Potential collaborative approach to HGV traffic issue with Hoxne PC. Welcome Cllr Richard Kruszewski from Hoxne PC.b) All Councillor's have set up dedicated email addresses for DPC correspondence.c) Order for defibrillator has been placed.d) Cabinets for storage of DPC paperwork have been ordered and received.
5	a) To consider the co-option of a councillor to fill the casual vacancy on the Council following the failure of the applicant to sign the Declaration of Acceptance of Office within the statutory period.
6	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none">a. To receive reports from the District and County Councillor.b. To receive comments or questions on matters of interest from members of the public.
7	Planning <ul style="list-style-type: none">a) Planning applications reported under delegated powers<ul style="list-style-type: none">i. None at time of drafting agenda

	<p>b) Planning Applications for consideration</p> <p>i. None received at time of drafting agenda.</p> <p>b) To Note Planning Decisions</p> <p>i. DC/25/03026 – Low Farm Barn, Low Road Denham – Erection of single-storey extension to west end and relocation of oil tank and greenhouse - Approved.</p> <p>ii. DC/25/03687 – Denham House, Hoxne Road, Denham – Revised application to retain detached home office as holiday let – Approved with conditions.</p> <p>c) Other Planning Matters</p> <p>Weekly planning lists to be run by Clerk and distributed to Council to decide if any applications submitted had an impact on Denham.</p>
8	<p>Finance:</p> <p>a. Councillors to note the finance report for the period ended 31st October 2025 including:</p> <p>i. Bank reconciliations</p> <p>ii. Budget to actual payments and receipts</p> <p>b. Councillors to note receipts since the last meeting – No receipts received.</p> <p>c. Councillors to approve payments as presented</p> <p>d. Proposed budget and precept for 2026/27 for consideration and approval.</p> <p>e. Update on second signatory for bank authorisations.</p>
9	<p>Governance & other administration:</p> <p>a. Councillors to review and approve and adopt the following policies as presented.</p> <p>(i) Complaints Policy</p> <p>(ii) Equality and Diversity Policy</p> <p>(iii) Health and Safety Policy</p> <p>(iv) Safeguarding Policy</p> <p>(v) Working with Volunteers</p>
10	<p>Denham Village Hall: To receive an update and consider any action required.</p> <p>a) Agree location for installation of Defibrillator.</p> <p>b) Storage for DPC paperwork at VH</p>
11	<p>Correspondence: To receive and consider any comments/actions to correspondence received which is not already covered within the agenda.</p> <p>a) Essex and Suffolk Water Transfer and Storage Project – for discussion.</p>
12	<p>Any other matters for information, to be noted, or for inclusion on a future agenda.</p>
13	<p>To note the date of the next Parish Council meeting being 20th January 2026 .</p>
14	<p>To close the meeting.</p>

