

DENHAM PARISH COUNCIL MEETING

Held on the 20th January 2026 at Denham Village Hall

Present: Cllr T Farrow (TF) - Chair, Cllr R Gilmore (RG), Cllr J Klass (JK), Cllr L Finch (LF)

District Councillor Matthew Hicks (MH), plus 8 members of the public and the Parish Clerk, Wendy Alcock.

Item	Description
1	<p>Apologies for absence:</p> <p>a. Councillors to receive any apologies for absence. None received</p> <p>b. Councillors to vote on acceptance to accept apologies for absence. Not required</p>
2	<p>Declarations of Interest and Dispensation considerations:</p> <p>a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.</p> <p style="padding-left: 40px;">Cllr JK declared interest in 06(b) iii DC/24/00849.</p> <p>b. To receive and consider any requests for dispensations. Not required</p>
3	<p>Minutes of previous meeting</p> <p>Council agreed the minutes of the Parish Council meeting held on 25th November 2025 as a true record of the business conducted. These were signed by the chair.</p>
4	<p>To receive any applications to the casual vacancy for co-option</p> <p>Caron Chalkley expressed her interest in filling the casual vacancy on the Parish Council. She provided a brief outline of her reasons for wishing to become a Councillor and highlighted the skills and experience she could contribute.</p> <p>Following a vote, Caron Chalkley was elected unanimously to the Parish Council. After completing and signing the Declaration of Acceptance of Office, she took her seat at the Council table.</p>
5	<p>Public Forum:</p> <p>(this section at the Chairman's discretion may last up to 15 minutes):</p> <p>a. To receive reports from the District and County Councillor.</p> <ul style="list-style-type: none"> • Funding is available for Free home energy savings improvements. • Heat Thermal camera to identify where heat is being lost in peoples home is available to borrow.

Signed by Chair



1
Signed by Clerk
Wendy Alcock



Dated: 17th March 2026

	<ul style="list-style-type: none"> • Biodiversity Award – up to £50k. <p>Full details for these grants can be found on the Mid Suffolk District Council website.</p> <p>The full report from Cllr Hicks can be seen in full in Appendix A.</p> <p>b. Report from Cllr Lloyd can be found by following this link January County Report</p> <p>c. To receive comments or questions on matters of interest from members of the public.</p> <p>MOP asked about DC/24/00849 – taken below.</p> <p>MOP - feels that there is a high level of HGV activity through the village which are destroying the banks of alongside the road.</p> <p>Action: Clerk advised for residents to report the issues with verges being destroyed to Suffolk County Highways, to report issues follow this link https://www.suffolk.gov.uk/roads-and-transport/highway-maintenance/report-a-highways-issue</p> <p>Clerk to email Richard Buck from the Mill.</p>
6	<p>Planning</p> <p>a) Planning Applications for consideration: None received at time of drafting agenda.</p> <p>b) Planning Decisions:</p> <p>i. DC/25/05172 Low Farm Barn, Low Road, Denham – Discharge of conditions - Noted</p> <p>ii. DC/25/05103 Low Farm Barn, Low Road, Denham – Discharge of conditions - Noted</p> <p>iii. DC/24/00849 Land West of Hoxne Road, Denham – Approved conditions The decisions was noted.</p> <p>Cllr JK had the following comments 5 holiday homes were approved in December 2022. There has been subsequent breaches which have not been approved. This application has had its conditions discharged.</p> <p>There are 5 families impacted by this planning application.</p> <p>Cllr Hicks met with the planning enforcement team. Court date for Oct 26 for the outstanding enforcement. It has come to light that for the original 5 holidays home the Highways department were not consulted. This was an error on behalf of the original planning officer. Once a planning application has</p>

Signed by Chair



Signed by Clerk
Wendy Alcock

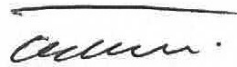
2



Dated: 17th March 2026

	<p>approved it can not be revoked. There are very little avenues which can be explored to rectify the situation, apart from the site being moved on.</p> <p>Cllr Hicks to meet with Philip Isbell Head of Planning next week and will feed back to Council after this meeting.</p>
7	<p>Finance:</p> <p>a. Councillors to approve the finance report for the period ended 31st December 2025 including:</p> <ol style="list-style-type: none"> I. Bank reconciliations – Noted – See Appendix B II. Budget to actual payments and receipts - Noted <p>b. Councillors to note receipts since the last meeting - Noted</p> <p>c. Councillors to approve payments.</p> <p>Payments were approved. See Appendix C</p> <p>d. Councillors to consider the draft Budget for 2026/27 and make a decision on the precept for the next financial year.</p> <p>Councillors considered the updated draft Budget for 2026/27 which now included the increase to Council Tax B following the receipt of the Council Tax base from MSDC.</p> <p>The insurance renewal had been received which was less than previously anticipated so this allowed a reduction in the precept claim.</p> <p>Cllr TF raised whether the £300 is sufficient for misc costs to the village hall. It is unsure what the costs are likely to be as they are undefinable. Clerk suggested to look at underspend at the end of the financial year and move these to earmarked reserves for works to the Village Hall.</p> <p>The budget was discussed and approved setting the precept at £6502 for 2026/27.</p>
8	<p>Governance:</p> <p>a. To agree to appoint Suffolk Association of Local Councils (SALC) as the internal auditor for the 2026 year end.</p> <p>SALC were agreed as the internal auditor for the 2025/2026</p> <p>b. To agree issuing the Internal Auditors letter of appointment</p>

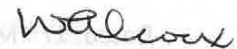
Signed by Chair



Dated: 17th March 2026

3

Signed by Clerk
Wendy Alcock



	<p>The Clerk explained that currently booking wasn't available on the SALC website.</p> <p>The Clerk was instructed to issue a letter of appointment to SALC when bookings opened.</p> <p>c. To agree the insurance renewal for 2026/27. Proposal received from Community Action Suffolk acting for Ansvor Insurance.</p> <p>The insurance renewal documents had been shared with Councillors with the agenda. The schedule now included building insurance for the village hall.</p> <p>Council agreed the insurance renewal for 2026/27 from Ansvor Insurance.</p>
9	<p>Denham Village Hall: To receive an update and consider any action required</p> <p>Events are being well supported. Some bookings have been received for use of the hall. DCC raised the issue of the non-functional heater in the main hall and the need to change the heater in the vestibule area which needs to be a non-convector heater.</p> <p>Action: Cllr JK to raise this with the electrical contractor.</p> <p>a. Request from Denham Community Council to make a contribution toward repairs to the main door at the Village Hall – total cost is £400 + VAT.</p> <p>Council agreed to issue a grant of £200.00 towards the repairs</p>
10	<p>Correspondence: To receive and consider any comments/actions to correspondence received which is not already covered within the agenda.</p> <p>a. Police Crime Commission Survey – Noted</p>
11	<p>Any other matters for information, to be noted, or for inclusion on a future agenda.</p> <p>Authorised signatory</p>
12	<p>To note the date of the next Parish Council meeting being 17th March 2026 .</p>
13	<p>To close the meeting – 8:50 pm</p>

Signed by Chair



Wendy Alcock

Dated: 17th March 2026

4

Signed by Clerk
Wendy Alcock



Appendix A

Council leaders back 'Suffolk to the Power of Three' option as part of local government reorganisation consultation

Suffolk residents, businesses and local organisations are being urged to take part in a once in a generation opportunity to shape how council services are delivered for their local communities.

The Government's statutory consultation on LGR is now open, but people only have until **11 January** to respond, so we would be grateful for your help in ensuring that your communities are aware.

The consultation seeks views on the two proposals submitted for Suffolk: the Three Councils for Suffolk case submitted jointly by the district and borough councils, and One Suffolk, submitted by Suffolk County Council.

You can find out more on the [Three Councils for Suffolk website](#), including the benefits of our case for businesses, residents, town and parish councils and for the voluntary and community sector. In addition to our case in full, there are also [Q&As](#) which may help you respond to queries from residents. The site also includes a link to the [One Suffolk website](#) to ensure awareness of both cases.

Major milestone reached in the construction of £18million Stowmarket Innovation Gateway

Construction work on a 'transformational' state-of-the-art skills and innovation centre at Gateway 14 in Stowmarket has reached a key milestone.

Council's £1.5m fund to boost town centre reopens after first round awards

A £1.5million fund to enhance Stowmarket town centre has been reopened for new applications – following a successful first round of funding.

Highly anticipated new 3G football pitch gets the go ahead thanks to funding boost

A new 3G football pitch is set to be delivered in Stowmarket after funding from the Premier League, The FA and Government's Football Foundation was secured.

Bobby dazzler of an opening for Stowmarket's new community darts venue

Darts legend Bobby George proved Stowmarket has hit the bullseye with its new community darts venue when he joined local VIPs and dignitaries for the opening of The Bull Room.

£90,000 to support community projects near Gateway 14

Community organisations located near the Gateway 14 development are being offered a funding boost to help launch and grow local projects.

Suffolk residents urged to apply quickly for free home energy upgrades

Suffolk residents living in properties which are not energy efficient, could be eligible for funding to make their homes warmer and reduce their energy bills, thanks to Warm Homes Suffolk.

Signed by Chair



Dated: 17th March 2026

5

Signed by Clerk
Wendy Alcock



Grants with upcoming deadlines

Two grants have deadlines coming up on 18 January 2026, so community organisations will need to get their applications in soon if they wish to receive a grant from either the Mid Suffolk Culture Fund or the Community Development Fund. All the information about both funds can be found by [visiting our community funding page](#).

Mid Suffolk Rural Support Fund

A reminder that the Mid Suffolk Rural Support Fund is still open for applications. This is a fund created to support towns and villages outside of Stowmarket. More information can be found on the [Mid Suffolk website](#) and we attach a poster to the email to clerks in the hope that you may be willing to promote the fund within your communities.

Starting 2026 with fully funded training to strengthen local organisations

Community Action Suffolk is offering four fully funded training courses designed to strengthen the capacity of local organisations and build strength for the future. Babergh and Mid Suffolk District Councils have supported this training by making use of the Shared Prosperity Fund. Find all the training sessions on the [Community Action Suffolk website](#).

Suffolk Climate Emergency Plan progress overview

Sustainable Suffolk has shared the Suffolk Climate Emergency Plan progress overview, giving an insight into the work done since the plan was published in 2021.

Included within the document is a breakdown of lots of work carried out by partner organisations, which includes our council.

[Visit the Sustainable Suffolk website to find out more, or read the progress overview document.](#)

Signed by Chair



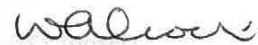
Wendy Alcock

Dated: 17th March 2026

6

Signed by Clerk

Wendy Alcock



Dated: 17 March 2026

Appendix B

DENHAM Parish Council

Bank Reconciliations @ 31 12 2025

Account balances as at 01 04 2025: Community	12,613.38	
Add receipts in year: Community	14,034.45	
Less payments in year: Community	23,062.51	Inc VAT
Account balances as at 31 12 2025	3,585.32	

Represented by:

Savings	1,029.31
Community	2,556.01
less unrepresented payments	-
plus unrepresented receipts	-
Available balances as at 31 12 2025	3,585.32

Reserves

		Total
General Reserve (Balances on accounts at 31 12 2025)		3,585.32
Ear Marked Reserves		
Pride in Your Place - grant	30.42	-
Village Grant Funding	16.41	
Grant funding from SCC & MSDC for defibrillator at VH	693.33	
Total Ear Marked Reserves		740.16
Balance on reserves		2,845.16

* General reserve should only be 50-100% of the annual Precept.

Signed by Chair



Wendy Alcock

Dated: 17th March 2026

7

Signed by Clerk
Wendy Alcock



Appendix C

Appendix B

PAYMENTS

REF	Invoice DATE	PAYEE	Birketts	GROSS	VAT	NET AMOUNT
043	03.12.25	W Alcock	Wages P9	£ 223.49	£ 223.49	
044	03.12.25	W Alcock	Expenses - Dec 24 - Mar 25	£ 64.60	£ 4.17	£ 60.43
045	03.12.25	HMRC	PAYE P9	£ 56.00		£ 56.00
046	06.01.26	CAS	Insurance 26/27	£ 998.69		£ 998.69
047	06.01.26	W Alcock	Wages P10	£ 223.69		£ 223.69
048	06.01.26	HMRC	PAYE P10	£ 55.80		£ 55.80

Signed by Chair
Wendy Alcock



8
Signed by Clerk
Wendy Alcock



Dated: 17th March 2026

17 March 2026