

DENHAM PARISH COUNCIL MEETING

Held on the 17th March 2026 at Denham Village Hall

Present: Cllr T Farrow (TF) - Chair, Cllr R Gilmore (RG), Caron Chalkley (CC)

District Councillor Matthew Hicks (MH) County Councillor Henry Lloyd plus 6 members of the public and the Parish Clerk, Wendy Alcock.

Item	Description
1	<p>Apologies for absence:</p> <ul style="list-style-type: none">a. Councillors to receive any apologies for absence. Cllr J Klass (JK), Cllr L Finch (LF)b. Councillors to vote on acceptance to accept apologies for absence. <p>Apologies accepted.</p>
2	<p>Declarations of Interest and Dispensation considerations:</p> <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. Noneb. To receive and consider any requests for dispensations. Not required
3	<p>Minutes of previous meeting</p> <p>Council agreed the minutes of the Parish Council meeting held on 20th January 2026 as a true record of the business conducted. These were signed by the chair.</p>
4	<p>Public Forum: (this section at the Chairman's discretion may last up to 15 minutes):</p> <ul style="list-style-type: none">a. To receive reports from the District and County Councillor. <p>The full report from Cllr Hicks can be seen in full in Appendix A.</p> <p>Cllr Hicks – Philip Isbell has confirmed the meeting to be held on Monday regarding the development off Hoxne Road. He suggested that it might be helpful to submit questions in advance. We need assurances from MSDC that all conditions are met by regular monitoring.</p>

Signed by Chair

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Wendy Alcock

Dated: 19th May 2026

	<p>Report from Cllr Lloyd can be found by following this link March 26 Report</p> <p>Confirmed County elections on the 3rd May. 75 seats will reduce to 70 by removing double seats from all wards bar two. Purdah starts 27th March.</p> <p>HL reported that autonomous transport trial is underway in Mildenhall and Lowestoft for a minibus service. This may be rolled out to other areas in the county if successful.</p> <p>b. To receive comments or questions on matters of interest from members of the public.</p> <p>Land off Hoxne Road – MOP has arranged a meeting on the 23rd March with Mid Suffolk District Council Head of Planning, Philip Isbell and Matthew Hicks at 3:00pm in the Village Hall. The applicant has returned to the site. Encouraged residents to attend.</p> <p>We must be assured that the works are true to the plans submitted.</p> <p>Report was made to highways by Clerk regarding the verges being destroyed by HGV's in the parish, no response has been received.</p> <p>Action: Clerk to follow-up, copy Cllr Hicks</p> <p>The clerk reported that no response has been received from Richard Buck.</p> <p>MOP reported that HGV's are queuing to get into the Mill, stacking up to wait for vehicles to get out of the mill so others can get in. A MOP counted 120 movements of HGV's through the parish in one day.</p>
5	<p>Planning</p> <p>a) Planning Applications for consideration: None received at time of drafting agenda.</p> <p>b) Planning Decisions: None received at time of drafting agenda.</p> <p>c) Other Planning Matters National Strategic Infrastructure Projects - how do Council deal with these projects and how to inform and engage members of our Parish to ensure they have a voice.</p> <p>TF explained the process for NSIP's and the scoping of these which are usually led by the Planning inspectorate.</p>

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	<p>Suggested that the Village Voice could be a vehicle to raising awareness of NSIP's impacting on local areas.</p> <p>Action: Clerk to research where information is available.</p>
6	<p>Finance:</p> <ul style="list-style-type: none"> a. Councillors to approve the finance report for the period ended 28th February 2026 including: <ul style="list-style-type: none"> I. Bank reconciliations – Noted – See Appendix B II. Budget to actual payments and receipts - Noted b. Councillors to note receipts since the last meeting - Noted c. Councillors to approve payments. <p>Payments were approved. See Appendix C</p> <ul style="list-style-type: none"> d. Nominations for additional authorised officers for the Council's bank account. <p>Cllrs to let the Clerk know if they are willing to become an authorised officer for the bank account.</p> <ul style="list-style-type: none"> e. The Clerk explained that as an employer the Council had to redeclare its position to the Pension Regulator. <p>For the minutes it was confirmed that the re-declaration was made to the Pension Regulator on the 3rd March 2026.</p>
7.	<p>Governance:</p> <ul style="list-style-type: none"> a. Denham Parish Council meeting schedule 2026/27. <p>The meeting schedule for 2026/27 was agreed.</p> <p>Action: Clerk to publish on the website.</p> <ul style="list-style-type: none"> b. Agree a date for the Denham Spring Litter Pick <p>The date for the litter pick was agreed as 11th April to meet at the Village Hall @ 9:00 am.</p> <p>Action: Obtain the litter picking equipment, publicise the event, arrange collection of waste after the event.</p> <ul style="list-style-type: none"> c. Review and adoption of the following policies:- <ul style="list-style-type: none"> i. Data Protection and Information Management Policy ii. Information Security Incident Policy

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	<p>iii. Publication Scheme iv. Handling Requests for Information.</p> <p>The policies as presented were agreed by Council.</p>
8	<p>Denham Village Hall: To receive an update and consider any action required</p> <p>Issue with the smaller toilet with a terrible smell. A vent is required on the toilet to stop the toilet from smelling. £270 quote has been received from the plumber that carried out the installation. VH to get additional quotes.</p> <p>Quote requested by electrician, expecting a response in three weeks.</p> <p>a) Update from Cllr JK on the replacement of the faulty radiator in Hall.</p> <p>The radiator hasn't been replaced.</p> <p>Action: Clerk to email the electrician to ask when this could be replaced.</p> <p>b) Consider the purchase of the land behind the Hall</p> <p>TF explained that the owner of the land behind the Village Hall had offered a sale of the land to the Parish Council.</p> <p>c) Update from Cllr TF on possible CIL funding for VH projects.</p> <p>TF has a meeting next Friday with the CIL team to see if it can be used for outside space to purchase the land.</p>
10	<p>Correspondence: To receive and consider any comments/actions to correspondence received which is not already covered within the agenda.</p> <p>Mid Suffolk – Meadow Management – The only area within Denham is where the village sign is located.</p> <p>Action: Clerk to inform MSDC.</p>
11	<p>Any other matters for information, to be noted, or for inclusion on a future agenda.</p> <p>Clerk requested agenda items be given by 1st May for inclusion in the next meeting.</p>
12	<p>The next Parish Council meeting is 19th May 2026 starting at 07:30 pm with the Annual Parish meeting being held before which would start at 7:00pm.</p>
13	<p>The meeting closed at 09:13pm</p>

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Council agrees ‘prudent but ambitious’ budget which invests in town centres, sport and nature

Mid Suffolk District Council has agreed its 2026/2027 budget which will protect vital services and see further investment in town centres, sports facilities and boosting biodiversity and nature.

Pylons project would ‘devastate’ special Suffolk landscapes, councils warn

National Grid’s plan for more pylons in the Suffolk countryside should be halted, leading councillors from Babergh and Mid Suffolk District Councils have told a public hearing today.

Tech donation gives new life to old devices and gets rural communities online

A new initiative distributing refurbished laptops will help tackle digital exclusion and isolation in Suffolk.

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Appendix B

DENHAM Parish Council

Bank Reconciliations @ 28 02 2026	
Account balances as at 01 04 2025: Community	12,613.38
Add receipts in year: Community	14,034.45
Less payments in year: Community	24,820.18
Account balances as at 28 02 2026	1,827.65

Inc VAT

Represented by:	
Savings	1,029.31
Community	798.34
less unrepresented payments	-
plus unrepresented receipts	-
Available balances as at 28 02 2026	1,827.65

Reserves		Total
General Reserve (Balances on accounts at 28 02 2026)		1,827.65
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		1,087.49

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

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Appendix C
Payments for approval

REF	Invoice DATE	PAYEE	Detail	GROSS	VAT	NET AMOUNT
049	29.01.26	DCC	Grant towards door repair costs	£ 200.00		£ 200.00
050	29.01.26	W Alcock	Wages - P11	£ 223.49		£ 223.49
051	29.01.26	HMRC	PAYE P11	£ 56.00		£ 56.00
052	03.03.26	W Alcock	P12	£ 223.69		£ 223.69
053	03.03.26	HMRC	PAYE - P12	£ 55.80		£ 55.80
054	04.03.26	W Alcock	Expenses - Dec 25 - Mar 26	£ 36.40		£ 36.40
055	10.03.26	SALC	Payroll services 6 months to 31/3	£ 54.00	£ 9.00	£ 45.00

DRAFT

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