

# MINUTES OF DENHAM PARISH COUNCIL MEETING

Held on 26<sup>th</sup> September 2023 at St John Baptist Church

Chairman: Councillor Duncan McGregor

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

Present: Cllr D McGregor, Cllr N Ford, Cllr M Ford, Cllr Matthew Hicks, Simon Bailey, MSDC Planning Enforcement Officer plus 19 members of the public.

Item	Description
1	<p>Apologies for absence:</p> <p>a. Councillors to receive any apologies for absence. Apologies received from Cllr Jane and Cllr Klass</p> <p>b. Councillors to vote on acceptance to accept apologies for absence. <b>Council accepted apologies given.</b></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. None received.</p> <p>b. To receive and consider any requests for dispensations. None requested.</p>
3	<p>Minutes of previous meeting: Councillors to agree the minutes of the Parish Council meeting held on 18<sup>th</sup> July 2023 as a true record of the business conducted.</p> <p><b>These were agreed and signed by the chair and clerk as a true record of the business conducted.</b></p>
4	<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> <p>b. To receive comments or questions on matters of interest from members of the public.</p> <p>MH – explained the position with planning in MSDC.</p> <p>SB – gave an overview of the enforcement at Land at Hoxne Road DC/22/05095 after DM gave a summary of the issues.</p> <p>SB- Currently awaiting a court date for breach of planning application. Conditions have still not been complied with.</p> <p>DM reported that he had been told that the site has plumbed the lodges straight into the mains sewer which was against the application conditions and the waste is still</p>

Signed by Chair

Duncan McGregor

Signed by Clerk

Wendy Alcock

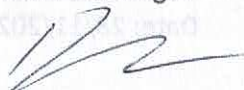


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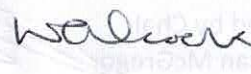
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	<p>backing up. It was not certain whether this work had been passed by a Building Control Officer.</p> <p>MOP raised the landscaping of the site was inadequate. The current lodges look straight into neighbouring houses some of which are listed buildings.</p> <p>DM – asked if the currently sited lodge is placed legally. It was understood that the location plan hadn't been agreed. SB – said that the single lodge could be on the site until the location plan is agreed.</p> <p>DC/22/05095 – this plan didn't have a highways report submitted with it the new application does have a highways report objecting to the 9 lodges.</p> <p>Environmental survey – stated no burning, construction hours and anti-social behaviour have not been followed into the approved application. MH will follow up on this case.</p> <p>It was noted that the Highways agenda had not submitted a report for DC/22/05095 - Consultees are not legally required to give a response.</p> <p>MH gave assurance that DC/23/03685 would go to committee and wouldn't be an officer decision.</p> <p>MH to forward copy of his reports and that from Cllr Gould to be included in these minutes.</p> <p>DM asked about the bus route. It wasn't a subsidised bus which is the reason why it was pulled. MH said that they purchase the seats for children that qualify for those bus routes. The bus operator pulled the route due to it not being financially viable.</p>
5	<p><b>Planning:</b></p> <p>a. To consider any current or new planning applications</p> <p>(i) DC/23/03685 - Land At, Hoxne Road, Denham - Full Planning Application - Use of land for the stationing of 9no. Holiday Lodges (following demolition of existing building)</p> <p>Denham Parish Council objects unanimously to this application. Full details of the objection are shown in Appendix A.</p> <p>(ii) It was noted that Council had not commented on DC-23-03489 - Mill Farm, Hoxne Road as the response deadline was outside of the Council's meeting schedule.</p> <p>b. Decisions – DC/22/05095 – Refusal of discharge of conditions – Land at Hoxne Road, Denham.</p> <p>The decision was noted by Council.</p> <p>c. Other Planning Matters</p>

Signed by Chair  
Duncan McGregor



Signed by Clerk  
Wendy Alcock



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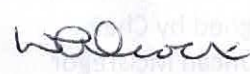


	(i) Planning enforcement update on DC/22/05095 – Hoxne Road, Denham development. Discussed within the public sessions.
6	<p><b>Finance:</b></p> <p>a. Councillors to approve the finance report for the period ended 31<sup>st</sup> August 2023 including:</p> <ol style="list-style-type: none"> <li>Bank reconciliations (<b>Appendix B</b>)</li> <li>Budget to actual payments and receipts</li> </ol> <p>These were noted by Council</p> <p>b. Councillors to approve receipts since the last meeting. Receipts were approved by Council.</p> <p>c. Councillors to approve payments. (<b>Appendix C</b>) The payments as presented were approved by Council.</p> <p>d. Councillors to note the External auditors report for 2022/23 Council considered the positive report from the external auditor and noted that no areas of concern were raised.</p> <p>e. Councillors to consider requirements for 2024/25 budget. Council discussed the report submitted by the Clerk. To be carried forward to the next meeting for decision when the Council Tax banding information was available from MSDC.</p>
7	<p><b>Governance:</b></p> <p>a. Councillors to review and approve the Data Protection Policy as presented. Council approved the review of the Data Protection Policy. Action - Clerk to send fact sheet from ICO on email addresses and using own devices for Council business.</p> <p>b. Standing Orders to ratify by Council following matters arising at previous meeting. Council ratified and approved the Standing Orders with amendments as discussed at the last meeting.</p>
8	<p><b>Denham Community Council:</b> To receive an update and consider any action required.</p> <p>a) Capital Grant applications – consideration of further funding requirements for the Village Hall.</p> <p>Decision not to proceed with MSDC Capital Grant Application at this moment.</p> <p>The builders are now on site with a 4 month completion date for the village hall to back in full use.</p> <p>Lottery Application has now been confirmed and the project has full funding for completion of the building works. Additional funding will be sourced to complete external works.</p>

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Duncan McGregor



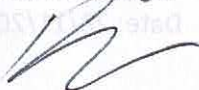
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	Donation of £6k will be passed to DPC from the Community Council for cashflow of the project.
9	<p>School Transport:</p> <ul style="list-style-type: none"> <li>a) 319 Bus Route update. – this was covered in an earlier agenda item.</li> <li>b) Denham – Walking routes to Stradbroke High School</li> </ul> <p>There isn't any safe walking route from Denham to Stradbroke High School. The route which has been given by SCC is shown across fields which is not appropriate. SCC says that they cannot provide a safe alternative route and will not as no children from Denham have registered at Stradbroke.</p> <p>Action - DM to write a response.</p>
10	<p>Correspondence: 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) History of Denham – request for information - <b>Noted.</b></li> <li>b) Pride in Your Place Funding – nothing to consider at the moment.</li> <li>c) Framlingham to Diss Bus Service consultation – DM has responded.</li> <li>d) Change of Speed limit for B1117 at Shingle Street for information.</li> <li>e) Stradbroke PC – consultation on ETRO in Eye – for information – <b>Noted. Council support the comments from Stradbroke PC.</b></li> </ul> <p>Action Cllr M Ford to draft response.</p>
11	<p>Any other matters for information, to be noted, or for inclusion on a future agenda.</p> <p>Cllr M Ford – concerned about the planning consultation process and whether this can be included in the comments.</p> <p>Cllr N Ford – asked what constitutes a holiday let. DM said they can only be occupied 11 months of the year with no occupancy in the month of February and a list of lets needs to be maintained.</p>
12	To note the date of the next Parish Council meeting being 28 <sup>th</sup> November 2023 .
13	The meeting closed at 21:10

Signed by Chair  
Duncan McGregor



Signed by Clerk  
Wendy Alcock



Date: 28/11/2023



## Appendix A

### DC/23/03685 - Land At, Hoxne Road, Denham - Full Planning Application - Use of land for the stationing of 9no. Holiday Lodges (following demolition of existing building)

Denham Parish Council's view is to object to this application. In so doing we make the following comments.

1. This matter is conjoined with an already granted planning permission (subject to discharge of conditions) reference DC/22/05095. We note that MSDC has (at the date of writing) refused discharge of two conditions (plan for foul drainage and plan for site layout/ landscaping).

Denham Parish Council formally objected to the granting of DC/22/05095. Denham Parish council noted at that time that that application suffered from a number of inaccuracies and was ill-conceived. The application DC/23/03685 suffers from all of the drawbacks of the previous planning application, and simply increase the problems around the site by 180%.

With regards the granting of DC/22/05095 Denham Parish Council note that:

i) Suffolk Highways did not appear to have been consulted/responded as no response has been displayed in MSDC's planning portal from Suffolk Highways; and

ii) the proposed conditions that were set out by the Environmental Officer (Susan Lennard) were not incorporated into the grant of planning permission. These were:

a) Construction Hours, limited to 0800 and 18000 Mon to Fri and 0900 and 1600 Saturday (no working on Sunday)

b) Prohibition on Burning on Site

c) Requirement for Noise Assessment

d) Requirement for Submission of Site Management Plan; and

e) Agreed scheme for external lighting.

f) Stipulation on height of any flues

The failure to incorporate or even reference this environmental report in the full planning grant DC/22/05095 has exposed residents of Denham to harm and is borderline negligent.

The failure to ensure that Suffolk Highways report was received and referenced in the full planning grant DC/22/05095 has exposed residents of Denham to harm and is borderline negligent.

Denham Parish Council has formally asked Cllr Hicks to investigate and explain why the above two steps were not taken.

2. Since the commencement of construction under DC/22/05095, there have been instances of: late night and weekend noisy working, surface area flooding and foul water backing up sewers, fires on site (one damaging UK Power Networks infrastructure) with attendance of Suffolk Fire and Rescue, as well as Suffolk Constabulary and Suffolk child protection services.

Residents have also been visited by members of Suffolk Constabulary who are undertaking "welfare checks" due to comments made you the landowner.

3. Further to point 2 above, there is an ongoing enforcement action against the landowner / developer of the site by MSDC for:

i) Failure to comply with a stop notice; and

ii) Failure to comply with/ discharge planning conditions

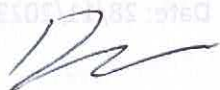
Denham Parish council understand that this matter has been remitted to court for prosecution. Denham Parish Council understand that a PCN has been served on the landowner and he has responded in time.

4. Denham Parish Council notes and welcomes the comments and objections of Suffolk Highways in respect of DC/23/03685 and agrees that the likely level of traffic caused by stationing 9 lodges (with 18 car parking spaces), is unsustainable, dangerous and would lead to loss of amenity to residents.


Denham Parish Council would go so far as to opine that the analysis undertaken by Suffolk Highways for DC/23/03685 is equally applicable to DC/22/05095 and that 5 lodges (with 10 car parking spaces) is also unsustainable, dangerous and would lead to loss of amenity to residents.

For the above reasons Denham Parish Council objects to DC/23/03685 and its position is that the granting of DC/22/05095 was highly irregular and flawed.

Signed by Chair  
Duncan McGregor



Signed by Clerk  
Wendy Alcock



Date: 28/11/2023

## Appendix B

### DENHAM Parish Council

Bank Reconciliations:	
Account balances as at 01 04 2023: Community	7,372.62
Add receipts in year: Community	1,929.79
Less payments in year: Community	2,066.44
Account balances as at 30 08 2023	7,235.97

TRUE

Represented by:	
Savings	1,965.06
Community	5,319.51
less unrepresented payments	48.60
plus unrepresented receipts	-
Available balances as at 30.05.2023	7,235.97

Reserves	Total
General Reserve (Balances on accounts at 28.07.2023)	7,235.97
<b>Ear Marked Reserves</b>	
The Mill	1,000.00
Village Hall maintenance	-
2023/24 Budget	1,298.00
Village Grant Funding	3,234.82
Total Ear Marked Reserves	5,532.82
<b>Balance on reserves</b>	<b>1,703.15</b>

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

Signed by Chair  
Duncan McGregor



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Wendy Alcock



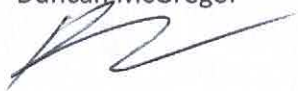
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## Appendix C

### PAYMENTS

REF	Invoice DATE	PAYEE	Ref	NOTES	GROSS	VAT	NET AMOUNT
015	08.08.2023	W Alcock	BT	Wages P5	£ 194.07		£ 194.07
016	06.09.2023	HMRC	BT	P5 2023/24 PAYE	£ 48.60		£ 48.60
017	29/08/2023	Wave	BT	Charges 02/23 - 08/23	£ 35.66		£ 35.66
018	31.08.2023	MSDC	BT	Election recharges	£ 120.57		£ 120.57
019	01.09.2023	PKF Littlejohn	BT	External audit 2022-23	£ 252.00	£ 42.00	£ 210.00
020	15.09.2023	W Alcock	BT	Wages P6	£ 194.07		£ 194.07
021	05.10.2023	HMRC	BT	P6 2023/24 PAYE	£ 48.60		£ 48.60

Signed by Chair  
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