DRAFT MINUTES OF MEETING OF PARHAM PARISH COUNCIL HELD AT PARHAM VILLAGE HALL

Tuesday 17th November 2026 at 7.15pm

1. The Chair welcomed everyone to the meeting.

Councillors Present

Michael Block (Chair)	Jonathan Cottrell	Michael Gray	John Patrick
James Rogers	Jason Wood		

In attendance

Lydia Kindred (clerk) 2 residents

Apologies were received from District Councillor Langdon-Morris and County Councillor Stephen Molyneux.

2. Declarations of Interest

Cllr Rogers declared an interest in item 7.1 and left whilst this item was discussed.

3. Minutes

The Minutes of the meeting held on 8th September 2026 were approved as a true record.

4. Matters arising

None

PUBLIC FORUM

No issues raised

5. Chair's report

The Chair reported issues with cars and work vehicles parking on the church driveway which is privately owned and can impede access to the church. He has asked them to stop parking here. He was pleased to report that the church roof repairs are progressing well.

6. Clerk's report

The clerk reported that the contractor had been reminded regarding the outstanding hedge works in the closed churchyard. SALC's subscription will increase by 3% for 2027-2028. No further complaints had been received regarding the new bin collection system.

The Government has announced £100 energy payments for households in Council Tax bands A–D from January 2027, with additional funding available for households facing acute energy pressures. Further local guidance will be shared when available. East Suffolk Council's new out-of-hours number is 01284 776100.

Suffolk County Council has renewed its consent to devolution, allowing work towards a Norfolk and Suffolk Mayoral Strategic Authority to continue, subject to Government approval.

The Parish Council website has now been transferred to the more accessibility-compliant template.

Footpath 003, beyond Daffodil Meadow, has been closed due to a dangerous bridge.

Planning

ESC is currently considering an application for 15 dwellings at Manor Farm, Brick Lane, in addition to six dwellings granted permission earlier this year.

An update was received regarding The Old Parsonage confirming that works are continuing, although progress has slowed. The building remains protected from water ingress and work is ongoing.

No CIL payment is due in the latest six-monthly allocation from ESC.

ESC's revised Local Plan timetable commenced with 'Gateway 1' on 29th October 2026, with adoption targeted for April 2029. Consultation on the proposed Local Plan and supporting evidence is expected to begin in June 2027. The Call for Sites was reopened from 5th October to 16th November 2026.

The Clerk attended a *How to Read a Planning Application* webinar and reported on this.

7. Finances

7.1. The following payments were approved:

Amount	Payee	Details
£54.00	Suffolk Association of Local Council	12 months payroll provision
£40.00	G. Whiting	Cut and strim October 2026 (Ref 7546)
£325.00	J. Rogers Agri	Hedgecutting around village greens (Biodiversity project)

7.2 Additional payments since the last meeting
None

7.3 Receipts since the last meeting
07.09.2026 Barclays £18.87 Interest

7.4 Bank balances & CCLA Fund holdings as at 31st October 2026
Community account: £877.36
Deposit account: £2,137.94
CCLA Deposit Fund £36,365.97 (at 5th October 2026). Around £115 is now being generated per month via this fund.
NB Over £32,000 of the Council's funds are reserved for specific purposes.

7.5 The bank statements and bank reconciliation were reviewed and signed off by the Examining Councillor.

7.6 The year-to-date report on payments and receipts was reviewed. The figures were compared with the budget. It was noted that £150 remains in the donations fund.

8. The following applications were discussed:

DC/26/3600/VOC Re No. 2 of DC/24/3704/LBC - The Old Parsonage Hall Road IP13 9PW Replacement of porch, replacement of thatch, repair/replacement of existing render and minor internal and external alterations - Replace the approved Method Statement for Re Thatch with new Method Statement for Re Thatch Revision A.

DC/26/3599/VOC Re No.2 of DC/24/3703/FUL The Old Parsonage Hall Road IP13 9PW Replacement of porch, replacement of thatch, repair/replacement of existing render and minor internal and external alterations

It was agreed not to respond to these applications. A response from East Suffolk Council's Preservation Officer, with comments from the owner re progress on the project was noted. It was agreed to ask the Preservation Officer to attend the property to check that conditions regarding the render and wattle and daub are being adhered to.

9. Precept and draft budget 2027-2028

Correspondence from ESC regarding Band D precept figures were considered, as was the 2026-2027 forecast. The Council's general reserves figure is within the recommended range and £5,400 of CIL funds are held.
There was an initial discussion of the draft budget figures, and this will be ratified in January, ahead of the precept request deadline of 25th January. It was noted that keeping the precept the same would result in a 1.16% increase for Band D properties.

10. New gate

Councillors agreed to purchase a gate to provide easier access between the closed churchyard and Church Meadow. It was agreed to allocate up to £500 of CIL funds for this. Cllr. Gray will purchase and install the gate.

11. Community Emergency Plan

Councillors noted that the response to the residents' survey earlier in the year had been very low. The clerk has since produced a draft Community Emergency Plan covering a range of possible emergencies.

It was agreed to consider the plan again in January, including the possibility of Councillors visiting each property in the village to gather information about local resources and skills that may be useful in an emergency.

It was also agreed to ask East Suffolk Council for a copy of their Emergency Plan and ask their roll is in an emergency.

12. Speed Indicator Device

The findings of covert police speed checks carried out in October were noted. These showed that a significant number of motorists had exceeded the speed limit during the seven-day monitoring period. A resident had also contacted the Council to raise concerns about speeding and traffic in the village.

Councillors considered purchasing a Speed Indicator Device and noted SCC's guidance on suitable locations. Concerns were raised that there may not be an appropriate location within the 30mph limit on the main road. Councillors will investigate possible locations and consider this again at the next meeting.

13. Changes to the National Planning Policy Framework

Recent government-imposed changes affecting which applications are considered by East Suffolk Council's Planning Committee, which came into effect on 31st October, were noted. Schedule 1 applications, which include developments of up to nine dwellings, will now only be determined by the Planning Officer and can no longer be called in to the Referral Panel by Parish Councils or District Councillors. East Suffolk Council now has one Planning Committee rather than separate north and south committees.

Schedule 2 applications for larger developments will also be determined by the Planning Officer by default unless the two Gateway Tests are met.

It was noted that ESC objected to the changes during the government consultation. Councillors expressed concern about the new arrangements and agreed to write to MP Patrick Spencer about this.

14. Correspondence received was considered:

Response from ESC to official complaint re the Better Recycling system and repeated missed bin collections. ESC has confirmed that our complaint is upheld as they did not deliver the expected service. Cllr. Gray is still experiencing issues which he continues to report and not all food bins are being emptied. The clerk will raise this with ESC.

Reminder from ESC of the importance of having a Community Emergency Plan following the summer wildfires at Dunwich, and details of parishes across ESC area which do and do not have an approved plan. This will be considered again at the next meeting.

Invitation from ESC to two online Be a Councillor Sessions to be held on 8th December and 7th January, ahead of the District and Parish elections on 6th May 2027.

ESC Estimated elections cost breakdown for Parish elections in May. If contested, Parham's election would cost the Parish Council just over £1,000. If uncontested, it would be £12.55 per nomination.

Invitation from ESC to a Local Plan focus group session for Town and Parish Councils on 16th December. The Chair and clerk will attend.

Letter from Flooded People UK, a non-profit organisation offering free support to people affected by flooding across England and Wales. Their information poster will be displayed in notice boards and on the website.

15. Meeting dates 2027

Meeting dates for 2027 were confirmed as:

19th January, 16th March, 18th May (plus Annual Parish Meeting at 7pm)

6th July, 21st September, 16th November

These are subject to change and any amendments would be published on the website: www.parham-pc.gov.uk

16. Natural Flood Management projects

Cllr. Patrick provided an update. The project near Park Farm had been completed independently by the landowners, and the third proposed project will no longer go ahead.
Cllr Patrick has established that the remaining grant funding can potentially be used for other projects further upstream that would still benefit Parham. If these do not go ahead within the required timeframe, SCC will return the remaining funding to the Environment Agency.
The IDB has committed to clearing the culvert our near White House Farm. These works can be done in the wet season when their workload is lower.

17. Councillors' reports & updates on actions

Cllr. Cottrell has reported significant levels of silt in the river which would likely exacerbate any future flooding. Unfortunately, he has received a response confirming that no remedial action will be carried out.

18. Matters to be raised at the next meeting

Precept and budget 2027-2028
Community Emergency Plan
Speed Indicator Device
Newsletter

19. Co-Option

Nina Parkinson was co-opted on to the Council and completed her Declaration of Acceptance of Office form. The clerk will notify East Suffolk Council and send her some introductory information.

20. Next meeting

The next meeting was confirmed as Tuesday 19th January.
The Chair thanked everyone for attending and closed the meeting at 8.50pm.