

MENDLESHAM PARISH COUNCIL
Ordinary Meeting
Wednesday 3 December 2025 at 7pm
Old School Room, Mendlesham

Members of the public may submit comments on any item on the agenda via email to the Clerk or letter to 11 Schools Close, Mendlesham IP14 5UQ, to be received by noon the day before the meeting. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting once approved, are available from the Parish Clerk and will be published as usual via www.mendlesham-pc.gov.uk

AGENDA:

- 1. Welcome, apologies for absence, acceptance of apologies and filming speech** 2 mins
- 2. Interests** 2 mins
 - a) To note Councillor's declarations of interest in any of the following agenda items.
 - b) To agree any dispensations regarding any declarations of interest
- 3. Minutes:** To approve minutes of ordinary meeting 10.11.25 as a true and accurate representation 2 mins
- 4. Reports** 10 mins
 - a) SCC/MSDC Cllr Stringer
 - b) Public forum - to receive written questions and matters of concern
- 5. Planning matters:** 15 mins
 - a) Applications: **DC/25/05083 - Barn At Ashes Farm, Oak Farm Lane, Mendlesham, IP14 5TE** Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 3, Class Q - Conversion into 3no residential dwellings.
 - b) Correspondence: The Essex and Suffolk Water transfer, recycling and storage project non-statutory consultation ends 10th December
 - c) Results: **DC/25/03869 St Josephs Centre, Old Station Road, Mendlesham, IP14 5RT** Full Planning Application - Conversion of building to 1 no. dwelling (Self-Build). - **GRANTED**
 - d) Any other planning matters:
 - i) **Babergh and Mid Suffolk Joint Local Plan Call for Sites 2025**
BMSDC are inviting site submissions to be put forward for a variety of land uses for consideration for future development. Submissions to be made by 5pm on Friday 9th January 2026. Further information available on MSDC website.
 - ii) To discuss if any PC land is to be submitted for consideration
 - iii) Any other matters
- 6. Reports** 2 mins (each)
 - a) Clerks report & delegated decisions
 - b) Chairs report
 - c) Questions to the Chair
- 7. Playingfield matters** 5 mins
 - a) To receive update on changing room repairs
 - b) Any other playing field matters

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| 8. Mendlesham Parish Council: Financial matters | 10 mins |
| a) To confirm payment of invoices | |
| b) To confirm bank reconciliation as at 30.11.25 | |
| c) To continue budget for year 2025/26 | |
| d) Any other urgent financial matters | |
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| 9. Emergency Plan | 5 mins |
| a) To receive an update | |
| b) To approve any action if required | |
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| 10. 'Keep the Heat' - Thermal imaging project | 5 mins |
| a) Report | |
| b) To approve any action required | |
| c) Any other matters | |
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| 11. Mendlesham Charities: to appoint Parish Council nominated Trustees as required. | 10 mins |
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| 12. To confirm meeting dates for 2026 | 2 mins |
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| Members of the public will be asked to leave for the following 'in camera' items due to their sensitivity. | |
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| 13. Asset of Community Value | 10 mins |
| a) To note current two listings are due to expire 23 February 2026 | |
| b) To discuss and agree any nominations to be requested | |
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| 14. URC | 15 mins |
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| 15. Any other business: matters of report and future agenda items | 2 mins |

Amy Johnson
Parish Clerk 28.11.25