

MENDLESHAM PARISH COUNCIL
Notice of Ordinary Meeting
Wednesday 2 September 2026 at 7pm
Old School Room, Mendlesham

To: Members of Mendlesham Parish Council

You are hereby summoned to attend the meeting of Mendlesham Parish Council, details of which are set out above, to transact the business specified in the agenda below.

Public Attendance:

The meeting is open to the public and the press. At Agenda Item 4.b, members of the public will be invited to raise matters not included on the agenda or suggest items for future consideration. Those wishing to speak on an agenda item may be invited by the Chair to do so when that item is reached.

Written comments on agenda items may be submitted to the Clerk by email or by post to 11 Schools Close, Mendlesham IP14 5UQ, to arrive by 12 noon on the working day before the meeting. Submissions must include the sender's name, address and contact details; anonymous submissions will not be accepted.

It should be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting, once approved, will be published on the Council's website www.mendlesham-pc.gov.uk and are available from the Parish Clerk.

Please note that this meeting may be recorded, filmed, photographed, or broadcasted unless the public and press are lawfully excluded.

AGENDA:

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| 1. Welcome, apologies for absence, acceptance of apologies and filming speech | 2 mins |
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| 2. Interests | 2 mins |
| a) To note Councillor's declarations of interest in any of the following agenda items. | |
| b) To consider any requests for dispensations | |
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| 3. Minutes: To approve minutes of ordinary meeting held on 05.08.26 as a true and accurate representation | 2 mins |
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| 4. Reports | 10 mins |
| a) SCC/MSDC Cllr Stringer | |
| b) Public Participation - to receive questions and representations from members of the public. | |
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| 5. Planning matters: | 10 mins |
| a) Applications: DC/26/03684 - Mendlesham Post Office And Village Store, 48 Old Market Street, Mendlesham, Stowmarket Suffolk IP14 5SA Notification of works to Trees in a Conservation Area - Pollard 1 No. Willow tree | |
| DC/26/03679 - 34 Old Market Street, Mendlesham, Stowmarket, Suffolk IP14 5SA Application for works to trees in a Conservation Area - Coppicing to hazel tree in the garden of 34 Old Market Street to allow a new fence to be erected with neighbouring garden at 30 Old Market Street. Tree is approximately 32m north of back wall of property which equates to approx two thirds of the way down the garden. | |
| b) Correspondence: | |
| c) Decisions: DC/26/03260 Land East Of, Old Station Road, Mendlesham, Suffolk Discharge of Conditions Application for DC/24/04832 - Condition 30 (Prevention of Surface Water Discharge to highway) – APPROVED | |
| DC/26/03261 Land East Of, Old Station Road, Mendlesham, Suffolk Discharge of Conditions for DC/24/04832 - Condition 31 (Estate Roads & Footpaths) – APPROVED | |
| DC/26/03262 Land East Of, Old Station Road, Mendlesham, Suffolk Discharge of Conditions Application for DC/24/04832 - Condition 37 (Improvements to Bus Stops) – APPROVED | |
| d) Any other planning matters: | |

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Denbury Homes - St Mary's Place development - To consider the developer's request for the Parish Council's views on proposed street names for the St Mary's Place development off Glebe Way and Old Station Road, and to agree the Council's preferred names or any alternative suggestions.

6. Reports

2 mins
(each)

- a) Clerks report, including any decisions taken under delegated powers
- b) Chairs report
- c) Questions to the Chair

7. Playing field matters

10 mins

- a) To review grass cutting contractor services and consider any action required.
- b) To consider any playing field matters requiring a decision.

8. Mendlesham Parish Council: Financial matters

10 mins

- a) To confirm payment of invoices
- b) To confirm bank reconciliation as at 31.07.26
- c) To consider any urgent financial matters requiring a decision.

9. Playing Field Pavilion / 50/50 Shop

10 mins

- a) To receive an update following further consideration of the proposed external renovation works to the pavilion, including review of the asbestos survey and feedback from Parish Council volunteers
- b) To consider and agree any further action.

10. Mendlesham Community Centre – Water Leak and Insurance Claim

10 mins

- a) To receive an update regarding the water leak and resulting damage at Mendlesham Community Centre, including the insurance claim notified under the Parish Council's insurance policy
- b) To consider any action and/or expenditure required.

11. Open Space at Chapel Road development

10 mins

- a) To consider the developer's response regarding the potential transfer of the 'open space' area on the Chapel Road development
- b) To agree any further action.

12. Parish Councillor – Vacancy

5 mins

- a) To note the current casual vacancy for one Parish Councillor and the outcome of the statutory Notice of Vacancy period.
- b) To consider and agree any necessary next steps, including arrangements for co-option if an election has not been requested.

13. Asset of Community Value: The United Reform Church

10 mins

Following a request from six councillors in accordance with Standing Order 7(a)

To reconsider the Council's previous decision in relation to the United Reformed Church and, in light of the potential interest expressed by Mendlesham Community Charity, to consider whether and in what ways the Parish Council may support the Charity in exploring the potential acquisition and/or future operation of the property, including any potential financial or other support.

14. Matters for consideration at the next meeting

2 mins