

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Monday 10 November 2025 at 7pm.

Present: Cllrs A Davey (chair), M Brennan, P Allen, E Ward, S Hyde, H Orton, S Judd, D Lummis, C Orton, A Johnson (clerk) and MSDC/SCC Cllr A Stringer

1. Apologies: Apologies: D Foster (personal reasons), N Foster (personal reasons)

Acceptance of apologies: Confirmed.

Filming speech was not read out.

2. Interests

a) To note Councillor's declarations of interest in any of the following agenda items.

None

b) To agree any dispensations regarding any declarations of interest

None required

3. Minutes: To approve minutes of extraordinary meeting 17.10.25 as a true and accurate representation

Pages 2231-2232 were approved and signed by the chair as a true and accurate representation.

4. Reports

a) SCC/MSDC Cllr Stringer

See reports as appended to these minutes.

Noted drainage survey on Chapel Road identified 3 blockages.

b) Public forum - to receive written questions and matters of concern

Two members of public have contacted Cllrs due to unanswered emails sent to the Clerk. Clerk to investigate as not received, emails to be forwarded and responded to accordingly and promptly.

MSDC/SCC Cllr A Stringer left the meeting.

5. Planning matters:

a) Applications: DC/25/03869 - St Josephs Centre, Old Station Road, Mendlesham, IP14 5RT Planning Application. Conversion of building to 1no dwelling – Re-consultation Amended block plan dated 27.10.2025

Amendments were unanimously approved.

b) Other applications: National Grid (Norwich to Tilbury) Development Consent Order (Application Reference: EN020027) - Notice of Acceptance of an Application for a Development Consent Order by the Planning Inspectorate (on behalf of The Secretary of State for Energy Security and Net Zero) under Section 56 of The Planning Act 2008 (the '2008 Act') Any person may make representations on the Application. All representations must be

received by the Planning Inspectorate no later than 23:59 on 27 November 2025

Unanimously approved for Clerk to summarise detailed response previously given by the PC to the proposal and submit accordingly before the deadline.

c) Correspondence: 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.

It was agreed to include this on December agenda for full consideration

Babergh and Mid Suffolk Draft Five-Year Housing Land Supply Position Statements BMSDC have published their Draft Five-Year Housing Land Supply Position Statements for consultation. The documents can be viewed on the consultation portal at: baberghmidsuffolk.oc2.uk/ Comments should be received via the consultation portal or email by 5pm on Friday 28th November 2025.

Noted

d) Results:

None

e) Any other planning matters

None

6. Reports

a) Clerks report & delegated decisions

Finance:

Locality award £779.80 awarded for URC Survey

Transfer of £80,756.05 made into new savings account – see invoice list.

Delegated decisions:

None

Correspondence:

An Enforcement Officer from Safety Camera Team has confirmed that enforcement sites are still live at both Old Station Road and Brockford Road. They have issued 13 speeding tickets to date from Old Station Road and 28 speeding tickets from Brockford/Church Road with the top speed recorded at 56mph. Enforcement will continue at both sites.

Scouts have pencilled in Saturday 22nd November to clean the play equipment, weather permitting. Can someone be available to have a quick run down and arrange cleaning materials – no need to stay the duration. The Scouts have also carried out some maintenance, cutting back hedges and branches and tidying up the field.

b) Chairs report

None.

c) Questions to the Chair

None.

7. Playingfield matters

a) i) To review quotes received for repairs to changing room roof and ceiling

To note 7 requests for quotes made. One responded that they are unavailable. 2 quotes received.

ii) To approve any action required

Unanimously approved to go ahead with quote 2, LJ Brough Roofing. Clerk to contact and arrange for works to be completed.

iii) To note PC to seek reimbursement from Mendlesham Community Centre Charity for costs of repairs

Noted, also to include cleaning costs for changing rooms.

iv) Any other matters

Noted existing signs of 'no dogs' are not deterring some users from bringing dogs on to the playingfield. Approved for another sign to be put on the gate so that it is clearly visible when entering the car park.

b) i) To review MSDC grasscutting arrangements

Noted breakdown of costs received.

ii) To approve any action required

Clerk to ask MSDC whether they are able to undertake the pitches in addition.

c) Any other playing field matters

None.

Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

Unanimously approved

OL	35.00	Changing rooms cleaning 1/10 *
OL	407.04	Harrod Sport – brackets/fixings for MG Goalposts pg 2230 8.d *
OL	80,756.05	Transfer to savings account – pg 2213 8.d (see also invoice list 1.10.25) *
OL	35.00	Changing rooms cleaning 13/10 *
DD	91.56	Nest October 25
OL	194.94	October 25 Street Cleaning **
OL	1,214.48	Salary October 25 **
OL	26.00	Clerk 1/12 th annual payment for use of home as an office
OL	120.00	Suffolk Cloud Hosting and Support (01/11/2025-31/10/2026)
OL	30.00	Suffolk Cloud Registration of .gov.uk domain name for 1 yea
OL	12.00	Puncture repair woodland mower
OL	12.85	J Lawes Ltd – cleaning supplies for changing rooms
OL	40.00	OSR Hire – 1/10 & 17/10
OL	86.40	SALC Training x 2 Cllrs

OL	1,540.80	Playquip bearing replacement for roundabout at Mendlesham playingfield
OL	2.00	Mendlesham Education Foundation – annual rent Mendlesham Green Playingfield
OL	20.00	OSR Hire – 20/08
OL	7.50	Cllr reimburse travel for MSDC planning committee meeting
OL	1,298.40	Birketts LLP – Scouts Lease advice and preparation to date

* Payments made ahead of the meeting as outstanding from previous invoice list/approved by the PC to be made

** Salaries paid according to Financial Standing Orders 11.4

b) To confirm bank reconciliation and management report as at 30.09.25

Confirmed

c) To commence budget for year 2025/26

First draft budget circulated ahead of meeting and considered.

Clerk to check for precept deadline date.

Following previously noted concerns over traffic safety in the Parish it was unanimously approved for a traffic safety plan to be developed and included for consideration within the budgeting process.

d) Any other urgent financial matters

None

The Chair requested to move agenda items 9. Standing Orders and 10. Skills audit of Councillors to a future meeting.

At 8pm the Chair took the meeting in camera.

11. Scout Hut Lease

Noted that the latest draft version has been circulated to Cllrs

12. URC

Noted further information is waiting to be received.

13. Any other business: matters of report and future agenda items

The hedge on the corner of Old Station Rd and Front St has become overgrown. Cllrs agreed to make contact with the resident about getting it cut back and future arrangements due to the nature of the hedging.

Action: Cllr Davey & Clerk

Meeting closed 8.10pm