

Mendlesham Parish Council

An Ordinary Parish Council meeting was held in the Old School Room, Mendlesham, Wednesday 4 February at 7pm.

Present: Cllrs N Foster (chair), S Hyde, E Ward, H Orton, C Orton, M Brennan, D Foster, A Davey, A Johnson (clerk) and MSDC/SCC Cllr A Stringer and 3 members of the public

1. Apologies: Apologies: S Judd (personal reasons), D Lummis (personal reasons)

Acceptance of apologies: Confirmed.

Filming speech was read out.

2. Interests

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

Cllrs Ward, D Foster and N Foster declared a non-pecuniary interest in item 12 as being members of the CLT.

b) To agree any dispensations regarding any declarations of interest

Dispensation granted previously see minutes 3.9.25 pg 2222 until end of election term.

3. Minutes: To approve minutes of extraordinary meeting 26.1.26 as a true and accurate representation

Pages 2244 – 2245 inclusive were approved and signed by the Chair following amendments made.

Noted advice received from SALC regarding recording of minutes held in camera going forward.

4. Reports

a) SCC/MSDC Cllr Stringer

As appended to these minutes

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

Increase in littering noted to be monitored going forward.

Dog waste bin in Mendlesham Green, near the entrance of the playing field, is often missed by MSDC collections. Volunteer to look at moving the bin closer to the roadside to enable MSDC to locate more easily.

5. Planning matters:

a) Applications: DC/26/00159 - 20 Front Street, Mendlesham, Stowmarket, Suffolk IP14 5RY Notification of works to trees in a Conservation Area - Ash tree, Pollard the tree down to approximately 4m finish height, cutting back to natural unions on the tree where possible.

No comment.

DC/25/04638 - Tollgate Farm Barn, Norwich Road, Mendlesham, Stowmarket Suffolk IP14 5NQ Householder Application - Erection of cart lodge and acoustic fence/ bund to A140 boundary

DC/25/04675 - Tollgate Farm, Norwich Road, Mendlesham, Stowmarket Suffolk IP14 5NQ Householder Application - Erection of cart lodge and acoustic bund to A140 boundary

DC/25/04676 - Tollgate Farm, Norwich Road, Mendlesham, Stowmarket Suffolk IP14 5NQ Application for Listed Building Consent - Erection of cart lodge and acoustic bund to A140 boundary

Applications DC/25/04638, DC/25/04675 and DC/25/04676 discussed collectively. The Parish Council have no objections and support the applications. Regarding the listed consent the PC recommend the applicant adhere to any comments made by heritage team.

7.37pm 1 member of the public left the meeting.

b) Results:

None

c) Any other planning matters:

None

6. Reports

a) Clerk's report & delegated decisions

Correspondence:

Unfortunately, the Saturday MUGA users no longer need to use our facilities.

To assist the Chair and Clerk with keeping to reasonable deadlines for providing information in relation to ordinary meetings, a schedule has been created, and circulated. With dates that correspond with a draft agenda being given to Cllrs a week prior to publishing deadline and allow any comments or queries to come back at least two days before the publishing deadline. This allows for any adjustments to be made or Clerk to find further information in good time; and following the meeting, draft minutes to be circulated within a week.

b) Chair's report

None

c) Questions to the Chair

None

7. Playing field matters

a) Any urgent playing field matters

Mendlesham Green Football goal/net to be installed. *Action Clerk: remind Cllr Lummis to action.*

Chair requested 'no parking on grass verge' signs to be ordered for installation on the front fencing of the playing field in Mendlesham.

8. Mendlesham Parish Council: Financial matters

a) To confirm payment of invoices

DD	91.56	Nest January 2026
OL	194.94	January 26 Street Cleaning

OL	1,214.48	Clerk Salary January 26
OL	26.00	Clerk 1/12 th annual payment for use of home as an office
OL	60.00	Old School Room hire – January 26 (3x bookings)
OL	935.76	Morrish Structural Engineers – survey of URC
OL	31.36	Environmental Agency – General drainage charges 2025-2026
OL	7,040.00	Minibus hire – service VC001 December 2025 & January 2026
OL	200.00	SLCC annual membership for Clerk

b) Any other urgent financial matters

None

9. Flooding

a) To receive an update on progress

Significant works have been completed to ditches around the Parish with thanks to volunteer. Further works on ditches ongoing pending permission from land owners to access land for this purpose.

Further information on action for Chapel Road ongoing issues to come in the spring.

b) To consider any further action required

Action currently in hand.

10. Councillor Vacancy

a) To note current vacancy

Noted.

b) To confirm process for filling the vacancy

Notice of casual vacancy provided by MSDC. If no, or less than ten, electors for the Parish request to MSDC, in writing, for an election, by 19th February 2026 then the vacancy can be filled by co-option.

11. To commence review of general and financial standing orders with effect from 1.4.26.

Noted. To be confirmed at March meeting.

12. Risk assessments

a) To review internal control risk assessment and management policy

Unanimously approved with no changes required.

b) To review all other risk assessments

Unanimously approved with no changes required.

The Parish Council resolved to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business to be transacted at 8.02pm. The Chair requested MSDC/SCC Cllr Stringer to remain for these items in camera.

12a. CLT *Clerks note: agenda number duplicated - updated to 12a*

It was proposed, seconded and unanimously approved that the Parish Council agree in principle that a piece of land at Mendlesham Green can be sold at a value which would enable affordable homes on the site to be at rents as affordable as possible, subject to negotiation.

13. URC

It was proposed, seconded and unanimously approved to hold a public consultation, as a joint consultation with Mendlesham Community Centre Charity, to get the views of the Parishioners on the facilities they would like to see within the Parish.

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

Confirmed a working group for Annual Parish Meeting will make progress and arrangements for the meeting.

Meeting closed 8.40pm