

# **ELMSWELL PARISH COUNCIL**

An Ordinary Meeting of full Council will take place on  
**Monday 18<sup>th</sup> March 2024 beginning 7.30pm**  
at The Blackbourne, Elmswell IP30 9UH

## **AGENDA**

*Published 13.03.24*

- 24.03.01 Apologies for absence to be noted or accepted from Councillors and other apologies noted.
- 24.03.02 **Proposal: Cllr Pallett;**  
**That the Minutes of the Ordinary Parish Council Meeting held on the 19<sup>th</sup> February 2024, as tabled, be agreed as a true record.**
- 24.03.03 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interests in subsequent agenda items, to note any additions, deletions or alterations to the Council's Register of Interests and to note any Dispensations.
- 24.03.04 To receive reports / papers including from external bodies as appropriate and to take questions from Councillors or the public on those reports /papers and on any matter on this agenda.  
4.1 Written Report from BMSDC Ward Members Cllrs Jen Overett & Sarah Mansel
- 24.03.05 To note any correspondence unrelated to an Agenda item and to take action as appropriate.
- 24.03.06 To receive the Clerk's report as per Appendix A, to note any additions and/or any matters arising, and to take action as appropriate.
- 24.03.07 To note any Complaints Committee business for information, to be noted or for inclusion on a future agenda and the date of the next Complaints Committee meeting, if known.
- 24.03.08 To note Planning results as notified by Mid Suffolk District Council and to take action as appropriate.  
8.1 **DC/24/00345**  
Discharge of Conditions...  
Land adjacent to The Wesley APPROVED EPC no comment  
8.2 **DC/20/01677**  
Discharge of Conditions...  
Land West of former Bacon Factory APPROVED EPC no comment  
8.3 **DC/23/01407**  
Non material amendment...  
Dagwood Farm, Ashfield Road APPROVED EPC no comment  
8.4 **DC/24/00381**  
Application for tree works...  
Blackbird Cottage, St Johns Close REFUSED EPC objected  
8.5 **DC/24/00298**  
Notification of works to trees...  
Blackbird Cottage, St Johns Close REFUSED EPC objected
- 24.03.09 To discuss the following Planning application as notified by Mid Suffolk District Council, Suffolk County Council and to make comment as appropriate:  
9.1 **DC/24/01149**  
Application for works to a tree protected by Tree preservation Order WS47/A2 – Prune back to previous points 1No Lime tree in rear garden and 1No Lime in front garden removing any epicormic growth up to main branch emanation point. Crown lift above building to give 1m clearance. Remove secondary branches only where necessary to ensure adequate height clearance over driveway of 3.5m if required and remove any deadwood  
**Blackbird Cottage, St Johns Close**

- 24.03.10 **Proposal: Cllr Pallett;**  
**That the Clerk makes known the Council's comments on the Planning Applications on this Agenda to the Chief Planning Officer at Mid Suffolk District Council as appropriate.**
- 24.03.11 To note any other Planning business and to take action as appropriate.
- 24.03.12 **Proposal: Cllr Schofield**  
**That Council purchases 150 Hedgehog Highway Surrounds together with supporting window stickers from Hedgehogs R Us for free distribution to applicant households for a cost not to exceed £150.00.**  
Seconded Cllr Brown
- 24.03.13 **Proposal: Cllr Pallett;**  
**That, in the event that Elmswell Community Enterprise Limited is dissolved, this council assumes full responsibility for the delivery of the Elmswell Tavern project.**
- 24.03.14 **Proposal: Cllr Pallett;**  
**That the Council's Cemetery Rules be amended forthwith as follows:**  
A) **To add to the section, *Monuments and Memorials* the words; *'The Parish Clerk shall attend at every installation to ensure that the memorial as presented complies with the signed Approval in terms of size, materials and inscription.***  
B) **The sections, *'Memorial Tree Avenue'*, and, *'Memorial Seat'*, be deleted and that the reference in the schedule of Cemetery Fees to *'Memorial Avenue of Trees / Memorial Seats'*, be removed.**
- 24.03.15 **Proposal: Cllr Pallett;**  
**That Donani Design be asked to proceed with the preparation of construction drawings, specifications and a schedule of scope of works, all based on their concept drawings as per Planning Permission ref. DC/23/05878, for a sum not to exceed £6,000.00 net and that subsequent engineering services including structural, civil and Building Control be instructed as necessary within a budget of £15,000.00 net.**
- 24.03.16 To note authorised payments made and income received as per Appendices B and C.
- 24.03.17 **Proposal: Cllr Pallett;**  
**That proposed payments, scheduled as Appendix D, be authorised.**
- 24.03.18 To note Balances as per Appendix E and the Chairman's confirmation that the relevant bank statements and computer report verify the published figures.
- 24.03.19 To invite public comment or questions on matters relevant to Council business.
- 24.03.20 To consider any other Council business from Councillors or the Clerk for information, to be noted, or for inclusion on a future agenda.
- 24.03.21 To note that the next Meeting of Council is scheduled for Monday 15<sup>th</sup> April 2024 beginning at 7.30 p.m. at Blackbourne.
- 24.03.22 Close of Meeting.

Signed

*Peter Dow*

**Peter Dow**  
Clerk to the Council  
13.03.24