

# **ELMSWELL PARISH COUNCIL**

An Ordinary Meeting of full Council will take place on  
**Monday 16<sup>th</sup> September 2024 beginning 7.30pm**  
at The Blackbourne, Elmswell IP30 9UH

## **AGENDA**

*Published 11.09.24*

- 24.09.01 Apologies for absence to be noted or accepted from Councillors and other apologies noted.
- 24.09.02 **Proposal: Cllr Pallett;**  
**That the Minutes of the Parish Council Meeting held on the 15<sup>th</sup> July 2024, as tabled, be agreed as a true record.**
- 24.09.03 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.
- 24.09.04 To receive reports / papers including from external bodies as appropriate and to take questions from Councillors and / or the public on those reports / papers and on any matter on this agenda;  
4.1 Written Report from County Council Ward Member Andy Mellen  
4.2 Written Report from BMSDC Ward Members Cllrs Jen Overett & Sarah Mansel
- 24.09.05 To note any correspondence unrelated to an Agenda item and to take action as appropriate.
- 24.09.06 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.
- 24.09.07 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.
- 24.09.08 To note Planning results as notified by Mid Suffolk District Council and to take action as appropriate.  
8.1 **DC/24/02171**  
Discharge of Conditions...  
Land to the West of Former Bacon Factory APPROVED EPC no comment  
8.2 **DC/24/02897**  
Non material amendment...  
Dagwood Farm, Ashfield Road APPROVED EPC no comment  
8.3 **DC/24/03081**  
Discharge of conditions...  
Grange House, 112 Bennett Avenue APPROVED EPC supported  
8.4 **DC/24/02866**  
Removal or Variation of Conditions...  
White House Barns, Ashfield Road GRANTED EPC no comment  
8.5 **DC/24/02890**  
Removal or Variation of Conditions...  
Willow Farm, Ashfield Road GRANTED EPC no comment
- 24.09.09 **To discuss the following Planning application as notified by Mid Suffolk District Council, Suffolk and to make comment as appropriate:**  
9.1 **DC/24/03309**  
Discharge of Conditions Application for DC/22/03966 – condition 4 (Play provision)  
**Land adjacent to Elmtree business Park, Station Road**  
9.2 **DC/24/03665**  
Erection of two storey self build dwelling  
**Jamita, Oak Lane**  
9.3 **DC/24/03718**  
Erection of single storey rear extension  
**Blackbird Cottage, St John's Close**  
9.4 **DC/24/03911**  
Conversion of garage to additional living accommodation and erection of new detached garage  
**Lukes View, St John's Close**

9.5 **DC/24/03936**

Application for works to trees subject to Tree Preservation Order MS100/A1 – Fell 1 No Ash (T1), reduce height of 2 No Ash (T2 and T3) by 4m

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- 24.09.10 **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.**
- 24.09.11 To note any other Planning business and to take action as appropriate.  
11.1 To consider the Babergh and Mid Suffolk Joint Local Plan Part 2 Development Plan Document Sustainability Appraisal Scoping Report and the Proposed Approach to the Strategic Housing Land Availability Assessment and to respond to the invitation for comment as appropriate.
- 24.09.12 **Proposal: Cllr Pallett;**  
**That Elmswell Gardening Club be thanked for their stewardship of the Station Road recycling centre for the 3 months to 23<sup>rd</sup> August and that a grant of £200 be made to the Club's funds.**
- 24.09.13 **Proposal: Cllr Pallett;**  
**That this Council formally approves and accepts the External Auditor's Certificate and Report for the year ended 31st March 2024, signed off by Messrs PKF Littlejohn LLP, as tabled, noting that the Annual Governance and Accountability Return is in accordance with proper practices, that relevant legislation and regulatory requirements have been met, and that the Auditors found no other matters affecting their opinion to be drawn to Council's attention.**
- 24.09.14 **Proposal: Cllr Pallett;**  
**That the draft pro-forma Internal Control Report 2024, as tabled, be adopted as the basis for the annual review to be undertaken by nominated Councillors.**
- 24.09.15 **Proposal: Cllr Pallett;**  
**That Cllrs Brown and Hancock be nominated to carry out the Internal Control process as per the Pro Forma authorised at 24.09.14.**
- 24.09.16 **Proposal: Cllr Hancock;**  
**That the Clerk, Chairman and Cllr Hancock be delegated to instruct Messrs MPS Doors to carry out door installation works at Blackbourne for a sum not to exceed £21,537.20 + VAT on the understanding that this total is depreciated as far as possible by external funding.**
- 24.09.17 To note authorised payments made and income received as per Appendices B and C.
- 24.09.18 **Proposal: Cllr Pallett;**  
**That proposed payments, scheduled as Appendix D, be authorised.**
- 24.09.19 To note Balances as per Appendix E and the Chairman's confirmation that the relevant bank statements and computer report verify the published figures.
- 24.09.20 To invite public comment or questions on matters relevant to Council business
- 24.09.21 To consider any other Council business from Councillors or the Clerk for information, to be noted, or for inclusion on a future agenda.
- 24.09.22 To note that the next Meeting of Council is scheduled for Monday 21<sup>st</sup> October 2024 beginning at 7.30 p.m. at Blackbourne.
- 24.09.23 Close of Meeting.

Signed

*Peter Dow*

Peter Dow  
Clerk to the Council  
11.09.2024