

# **ELMSWELL PARISH COUNCIL**

## **Minutes of an Ordinary Meeting of full Council held on Monday 15<sup>th</sup> December 2025 beginning 7.30pm at The Blackbourne, Elmswell IP30 9UH**

- Present: Cllr Barker, Brown, Burch, Edmonds, Hancock, Hawes, Mansel, Pallett (Chairman), Roots, Schofield, Shaw
- Attending: District Council Ward Member Jen Overett  
Suffolk County Council Ward Member Andy Mellen  
Parish Clerk Peter Dow
- 25.12.01 **Noted:**  
That there were no apologies for absence to be noted or accepted from Councillors.
- 25.12.02 **Resolved:**  
**That the Minutes of the Parish Council Meetings held on the 17<sup>th</sup> November and 26<sup>th</sup> November 2025, as tabled, be agreed as a true record.**
- 25.12.03 **Noted:**  
That there were no Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interests in subsequent agenda items, no additions or deletions to the Council's Register of Interests and no Dispensations granted
- 25.12.04 **Noted:**  
4.1 A written report from District Council Ward Members Cllrs Sarah Mansel & Jen Overett  
4.2 A written report from County Council Ward Member Andy Mellen  
4.3 Cllr Mellen reported orally that the Central Government Finance Settlement on Local Authorities was expected soon and the share of funding to rural areas was expected to drop. A SCC consultation on its own budget reflecting this projected shortfall will be the subject of public consultation.  
4.4 In urging residents to respond to the 'Three Councils for Suffolk' group's consultation on the forthcoming Local Government Review, Cllr Mellen confirmed that the 3 council option was not the cheapest but that it best addressed issues of democracy and accountability.
- 25.12.05 **Noted:**  
That there was no correspondence unrelated to an Agenda item or to an item in the Clerk's Report.
- 25.12.06 **Noted:**  
The Clerk's report as per Appendix A.  
6.1 The Meeting agreed that the suggestion of 'Osier Drive' as the name for the new enclave at Willow Farm should be accepted.  
6.2 The Clerk confirmed that the Tavern site is now under EPC control and that an opportunity for councillors to view the progress thus far would be notified.  
6.3 The Clerk confirmed the continuing efforts to bring some of Turners' Field into community use despite the unintended consequences of the 2024 Biodiversity Net Gain legislation.  
6.4 The Clerk confirmed that he had nothing to add to paragraph 3 of his Report regarding the delay to the RoW improvement scheme undertaken by SCC.
- 25.12.07 **Noted:**  
That when any Complaints Committee business for information, to be noted or for inclusion on a future agenda was invited none was forthcoming and that the date of the next Complaints Committee meeting was not known.

- 25.12.08 **Noted:**  
Planning results as notified by Mid Suffolk District Council and any action taken.  
8.1 **APP/D3505/D/25/3371685**  
Appeal against Refusal for installation of air source heat pump...  
21 Cooks Road APPEAL DISMISSED EPC had objected
- 25.12.09 **Noted:**  
That there were no Planning applications notified by Mid Suffolk District Council.
- 25.12.10 **Noted:**  
The following other Planning business;  
10.1 The Clerk confirmed notification from Persimmon Homes that they had identified a piece of land to the South East of Elmswell off Wetherden Road which they feel would be suitable for future development. The site of 6.5 hectares is to be submitted to BMSDC through the call for sites process as a potential option to be included in the next local plan.  
10.2 Councillor Mansell confirmed that's the expected Planning application for residential development at Warren Lane was on a preliminary list for consideration by Mid Suffolk early in the new year.
- 25.12.11 **Proposal: Cllr Pallett;**  
**That Elmswell Parish Council directs Mid Suffolk District Council to pay over the sum of £263,736, being this parish council's total precept requirement for the financial year commencing 1<sup>st</sup> April 2026 or, in the case of a variation in the tax base from the published figure of £1998.64, to pay such other sum as may be required to ensure that the level of band D annual payment be maintained at £131.96, being a 5% uplift on last year's levy.**  
  
Seconded Cllr Barker  
  
**Amendment proposed Cllr Burch;**  
**To delete the number £263,736 and replace it with the number, '£251,177';**  
**To delete the number £131.96 and replace it with the number, '£125.67';**  
**To delete the number 5% and replace it with the word 'zero'.**  
  
Seconded Cllr Schofield  
  
Amendment fell  
  
Substantive Proposal carried  
  
*Cllrs Burch & Schofield asked to be recorded as voting against the Substantive Proposal*
- 25.12.12 **Resolved:**  
**That the Internal Control Report tabled by Cllrs Schofield and Roots be formally noted for submission to Council's Internal Auditor and that the Clerk be asked to ensure that Recommended Actions are followed-up.**
- 25.12.13 **Resolved:**  
**That ElmsWild be thanked for their thorough and effective stewardship of the Station Road recycling facility for the 3 months to 21<sup>st</sup> November and that a grant of £200.00 be made to the group's funds.**  
  
*Cllr Mansell declared a non-pecuniary interest in this Agenda item as her husband is a member of the ElmsWild group.*
- 25.12.14 **Resolved:**  
**That Finch Services Ltd be contracted to integrate further groundworks at the Elmswell Tavern site into their current storm water drainage works commitment to incorporate the provision of paths, disabled parking bay, gravel traps, a gravel car park and the demolition and removal of the brick wall along the elevation with Wesley, all for a sum not to exceed £40,000.00.**

- 25.12.15      **Resolved:**  
That the Chairman and Clerk in consultation with Cllr Brown be delegated to agree specifications for a kitchen cook line / clean-air extraction system at the Elmswell Tavern including installation for a sum not to exceed £20,000.00 exclusive of VAT.
- 25.12.16      **Proposal: Cllr Pallett;**  
That a Task & Finish panel be established to devise a comprehensive succession plan against the eventual loss of the current Parish Clerk.
- Seconded Cllr Barker
- Amendment proposed Cllr Barker;**  
To add the words, 'the initial membership to be selected by the Clerk and Chairman.'
- Seconded Cllr Mansell
- With the agreement of the Meeting and the Seconder, Cllr Barker moved an amendment to remove the words, 'the Clerk and,' from his tabled amendment.
- Revised Amendment carried
- Substantive Proposal carried
- 25.12.17      **Noted:**  
The authorised payments made and income received as per Appendices B and C.
- 25.12.18      **Resolved:**  
That proposed payments, scheduled as Appendix D, be authorised.
- 25.12.19      **Noted:**  
The Balances as per Appendix E and the Chairman's confirmation that the relevant bank statements and computer report verify the published figures.
- 25.12.20      **Noted:**  
The following when public comment or questions on matters relevant to Council business were invited:  
20.1      Cllr Overett spoke to invite comment and representation from Council on the Community Rail Partnership (CRP) to be launched in March. It was noted that facilities such as a street map / walk map for installation at the station could be funded and driven by the CRP.
- 25.12.21      **Noted:**  
That when other Council business from Councillors or the Clerk for information, to be noted, or for inclusion on a future agenda was invited, none was forthcoming.
- 25.12.22      **Noted:**  
That the next Meeting of Council was scheduled for Monday 19<sup>th</sup> January 2026, beginning at 7.30 p.m. at Blackbourne.
- 25.12.23      **Noted:**  
That the meeting closed at 8.31pm.