

ELMSWELL PARISH COUNCIL

Minutes of an Ordinary Meeting of full Council held on

Monday 15th June 2026 beginning 7.30pm

at The Blackbourne, Elmswell IP30 9UH

Present: Cllr Brown, Burch, Edmonds, Hancock, Mansel, Pallett (Chairman), Roots, Schofield, Shaw

Attending: County Council Ward member James Patchett
District Council Ward Member Jen Overett
7 members of the public
Parish Clerk Peter Dow

26.06.01 **Noted:**

1.1 An apology for absence was noted from Cllr Barker who was on holiday

26.06.02 **Noted:**

As a result of a written ballot, Cllr Overett confirmed to the Meeting that Janice Sparkes was elected to fill the Casual Vacancy as advertised by the Mid Suffolk Returning Officer on 23.04.2026 and as per the subsequent invitation to apply posted 17.05.2026 following the confirmation of no request for an election.

Having signed the Register of Declarations of Acceptance of Office, Cllr Sparks joined fellow Councillors and assumed office.

26.06.03 **Resolved:**

That the Minutes of the Annual Parish Council Meeting held on the 18th May 2026, as tabled, be agreed as a true record.

26.06.04 **Noted:**

The following when any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interests in subsequent agenda items were invited and to note any additions, deletions or alterations to the Council's Register of Interests and to note any Dispensations;

4.1 Cllr Pallett declared a Local Non-Pecuniary Interest in Agenda item 15 as Jane Williams, Principal of JW Employment Law, was known to him as a family friend.

26.06.05 **Noted:**

5.1 A written report from District Council, Ward Members Cllrs Sarah Mansel & Jen Overett

5.2 A written report from SCC Ward Member Cllr James Patchett

5.3 Cllr Mansel confirmed that MSDC had not suffered serious disruption to bin collection services during the recent system re-vamp and invited reports of any missed collections or other problems which she undertook to pursue.

5.4 Cllr Patchett outlined the revised arrangements for the disposal of collected household food waste confirming that the cost per tonne is now £20.00 as compared with the cost of incineration at £80.00.

5.5 Cllr Patchett agreed to raise with SCC Highways the inconsistency whereby, 'Keep Clear' markings at Station Road had been repainted at the minor junction with Baker's Mill but not at the much busier access serving the Granary flats / vet's surgery and station car park.

5.6 A member of the public spoke to suggest that the paragraph in the Clerk's Report briefly outlining some aspects of the Annual Parish Meeting failed to confirm what was taken to be a commitment on the part of the Clerk and the Parish Council Chairman to proper consultation on play space within the village.

5.7 A member of the public spoke to point out that wages paid by the Council had doubled month-on-month. It was generally agreed that this would be bound to happen given the staffing of the Tavern as an entirely new venture.

5.8 The Chairman confirmed that Profit & Loss figures for the Elmswell Tavern would be available once trading has settled beyond the inevitably anomalous period of opening and establishing trading patterns and that Councillors are aware of the need to have an eye to Council Reserves.

- 5.9 A member of the public spoke to encourage debate towards the provision of play provision for older children. It was suggested that the Biodiversity Net Gain legislation which is currently rendering Turners' Field into use for recreation is ill advised.

- 26.06.06 **Noted:**
The following correspondence unrelated to an Agenda item or to an item in the Clerk's Report and to take action as appropriate.
- 6.1 2 letters from residents as forwarded from the Annual Parish Meeting regarding play facilities (*circulated*).
- 6.2 From Cllr Patchett re SCC Highways re upcoming works and initiatives (*circulated*)
- 6.3 With resident regarding nuisance parking
- 6.4 With Suffolk Police regarding graffiti and liaison towards community payback.
- 26.06.07 **Noted:**
The Clerk's report as per Appendix A.
- 26.06.08 **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
- 26.06.09 **Noted:**
The following Planning results as notified by Mid Suffolk District Council:
- 8.1 **DC/26/00174**
Installation of PV panels...
Willow Farm, Ashfield Road GRANTED EPC deferred to Officer without comment
- 26.06.10 **Noted:**
The following Planning applications as notified by Mid Suffolk District Council:
- 10.1 **DC/26/02381**
Application for works to trees subject to Tree Preservation Order MS100/A1 – Prune back seven branches, of 1 No. Black Pine, on Western side of crown by 1.5m
37 Oxe Close
Councillors deferred to the Planning Officer and made no comment on this application
- 26.06.11 **Resolved:**
That the Clerk makes known the Council's comments on the Planning application on this Agenda to the Chief Planning Officer at Mid Suffolk District Council as appropriate.
- 26.06.12 **Noted:**
The following other Planning business;
- 12.1 The Meeting noted the consultation survey currently being conducted by BMSDC on their Joint Local Plan Scoping exercise and that any proposal for response should be with the Clerk for the July Ordinary Meeting towards meeting the consultation deadline of 31st July.
- 26.06.13 **Resolved:**
In accordance with Council's move towards Succession Planning with regard to the current Clerk's post, that the Chairman, Vice-chairman and Cllr Brown be forthwith jointly delegated to act in all matters of Line Management of the Elmswell Tavern General Manager with all actions and decisions to be ratified by the Council's Proper Officer.
- 26.06.14 **Resolved:**
That Council instructs W Jarvis & Son as preferred contractors to trim the laurel, pyracantha and buddleia hedging on the Council's land at Crown Mill facing Crabtree Meadow and to install picket fencing, as per that which already borders the site, along the red line boundary presented in Figure 2 of the Connected Ecology Preliminary Ecological Appraisal Report dated 15.05.2026, all works to be within the terms of the Recommendations made in that Report and subject to the pre-works check authorised at 26.05.32 for a sum not to exceed £2,410.00 net of VAT.

- 26.06.15 **Resolved:**
That Council instructs JW Employment Law to review the contracts of employment already in place and to advise on those needed in light of the increase in the number of employees consequent upon the operation of the Elmswell Tavern, all for a sum not to exceed £2,000.00 net.
- 26.06.16 **Resolved:**
That, towards the later installation of an illuminated two-sided swinging sign advertising the Wesley facility, Council instructs Stroods Specialist Contractors to supply and deliver a timber post and metal frame for installation by Finch Services Limited and for electrical connection by Wayne Salmon Electrical at Wesley for the total sum, net of signage, not to exceed £4,325.00 plus VAT.
- 26.06.17 **Resolved: Cllr Pallett;**
That Connected Ecology, as currently retained contractors, be instructed to submit to BMSDC Planners a revised layout of plans already submitted towards ensuring on-site mitigation of Biodiversity Net Gain requirements in the matter of the Change of Use Planning Application on the Turners' Field land at Blackbourne towards the provision of an extension of land available for recreation there, for a sum not to exceed £2,500.00 net of VAT and disbursements.
- 26.06.18 **Noted:**
The authorised payments made and income received as per Appendices B and C.
- 26.06.19 **Resolved:**
That proposed payments, scheduled as Appendix D, be authorised.
- 26.06.20 **Noted:**
The Balances as per Appendix E and the Chairman's confirmation that the relevant bank statements and computer report verify the published figures.
- 26.06.21 **Noted:**
The following when any other Council business from Councillors or the Clerk for information, to be noted, or for inclusion on a future agenda was invited:
21.1 A member of the public spoke to query the fact that a Task & Finish Panel was continuing to work towards the provision of a pre-school age range play facility at Crown Mill while this remained a contentious matter and when there remains the possibility of a grant application to MSDC towards a community orchard which would serve a wider public other than toddlers, a niche group.
21.2 A member of the public spoke to suggest that the proposed picket fence at the Crown Mill Play Garden would not serve as an adequate amphibian barrier and that the restriction on grass cutting pending the installation of the fence had not been followed.
- 26.06.22 **Noted:**
That there was no other Council business from Councillors or the Clerk for information, to be noted, or for inclusion on a future agenda.
- 26.06.23 **Noted:**
To note that the next Ordinary Meeting of Council was scheduled for Monday 20th July at 7.30pm at Blackbourne.
- 26.06.24 **Noted:**
That the meeting closed at 8.50pm.