

Wickhambrook Parish Council

Minutes

Of an Ordinary Meeting of the Parish Council held on Thursday 24th September 2026

- Present:** Cllrs T Cann, A Grimes, K Grimes, M Karunaratne, M Lavelle
Hilary Workman, Clerk; SC Cllr Bobby Bennett, Lorraine Brown, Diane Everitt, 2 Members of the public
- 26.09.01 **Noted:** Apologies for absence
WS Cllr Sarah Pugh – business commitment – noted.
- 26.09.02 **Noted:** That when invited, there were
- 2.1 No Members' Declarations of Disclosable Pecuniary Interest and/or other registerable interests
 - 2.2 No declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25
 - 2.3 No requests for dispensations - none
 - 2.4 No additions and/or deletions to the Council's Register of Interests.
- 26.09.03 **Resolved:**
That the Minutes of the Parish Council meeting held on 29th July, as tabled, be agreed as a true record.
- 26.09.04 **Noted:** Reports from Representatives of the Council on External bodies, Ward Members and other external bodies as appropriate.
- 4.1 **Cllr Mrs Bobby Bennett, Suffolk County Council**
An oral report
- Thanking Suffolk Firefighters over the summer who worked hard to ensure that everyone safe, noting that it was a stark reminder how fragile the environment is. Members of the Fire service also worked in Wales and in the South of England and their skills and commitment are hugely appreciated.
 - Local Government Reorganisation (LGR) – the proposal had been withdrawn by government and there is uncertainty over what Suffolk will look like going forward.
 - Suffolk in Motion – This event will take place at Copdock park and ride and is an opportunity for residents to find out more about sustainable and affordable travel
 - SCC is providing support with energy efficiency including fixed rate loans to improve home energy efficiency and the Switch Together Scheme – a group buying scheme.
 - 141 km of Suffolk roads were re-treated over the summer and we are now into pot hole season – please encourage residents to report any that they see. Currently Cllrs access to the highways team is not as good as it was.
 - A resident had asked her recently why streetlights in the parish are not switched off at midnight which she would look into, but it may in part be due to lights switched to LED being put on light sensors, done in part for net zero and financial benefits.
 - That she had written supporting the parish council's request for a reduction in the speed limit from 40 to 30mph on the A143 Wickham Street/Clopton Green
 - Funding from her locality budget would be used to skirt the path between the school down to Shop Hill
 - Wickhambrook WI had applied for a grant for kitchen repairs from her locality budget.
- Cllr Bennett left the meeting.**
- 4.2 Cllr Mrs Sarah Pugh, West Suffolk Council - apologies
- 4.3 Mr Julian Wilson - Wickhambrook United Charities – not in attendance

26.09.05 **Noted:** Public Forum – (**Open Session**)¹. 19:08

That when comment or question on any Agenda item or matter of concern was invited, the following:

Good Neighbour Scheme The meeting welcomed Lorraine Brown, a local resident who had investigated this summer how a Good Neighbour scheme could work in Wickhambrook, together with a leader from the Stansfield Good Neighbour scheme (who is also a parish councillor) to explain how their scheme works:

- There are a lot of good neighbours in Stansfield, but also quite a lot of need under the surface
- The scheme is intended as a Safety net – although persons may be independent they may have times when they have unmet needs.
- Stansfield has no public transport – this is one of the main tasks for Stansfield volunteers – they do help with a lot of transport, but also other activities such as:
 - building an accessible ramp
 - providing refreshments at meetings
 - table games to raise funds.
 - Coffee and a chat if someone is stressed.
 That was the start of their journey
- There are only 200 in village and the scheme needs at least eight to be viable. Stansfield very quickly had 19 who registered an interest when they said what they were trying to do, many of whom live in village.
- The grant scheme through CAS has now closed. Stansfield had been awarded a grant of £1000 3 years ago and currently there remains about half unspent. They estimate it costs in the region of £400 a year to run the scheme, the large proportion of this being insurance.
- Volunteers need to be DBS checked
- There is a lot of advice and many useful templates on the Suffolk Good Neighbour Scheme website.
- No volunteer has yet claimed for petrol, but there is a budget for it.
- Publicity is a vital ingredient to keep scheme going – for example, they have a large flag banner to take to events (parish council endorsement is very important) and deliver postcards once a year to residents. They take out a monthly advert in the Parish Pim and have also purchased key rings with their contact number on to give to residents
- Good neighbour scheme and pc can work together to cover activities.
- There are forms to complete, and calls need to be logged. Much of their work now is community based support activities (similar to Wickhambrook's parish mornings) rather than direct support of individuals.
- A volunteer covers the phone between 9 and 4 weekdays – they make it clear that it is not an emergency service.
- It is important to pitch the scope that is feasible for the number of volunteers and their skill set.
- Several of the volunteers are on the parish council.

Councillors noted that the demographic in Wickhambrook included a high proportion of elderly residents, and a similar scheme had operated well during the Covid lockdowns. The meeting asked the clerk to include this as an item on the November agenda as they would like to support such an initiative in the parish (which would also link directly to some of the Community Actions identified in the Neighbourhood Plan.

The meeting thanked Lorraine Brown and the representative from Stansfield Good Neighbourhood Scheme and residents for bringing this to their attention

Public Forum Closed - 19:35

3 Members of the public left the meeting.

¹ The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

In accordance with Standing Order 10(a)vi, item 26.09.19 on the Agenda was considered at this point and is Minuted at 26.09.17.2 and 17.3.

26.09.06 **Noted:**

The Meeting considered correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report (previously circulated as report [WPC.26.09.01](#)). No further actions were identified.

26.09.07 To receive and discuss any reports and requests to this meeting relating to Councillors' Portfolios and take action as appropriate.

7.1 Highways/VAS reporting

Cllr Kevin Grimes

- Recent VAS Data collected at Cemetery road had recorded a highest speed of 65mph, with consistent high speeds at all times of the day.
- VAS Data collected from Shop Hill (School Layby side) included a speed of 75mph at 4:20pm on a weekday.
- The meeting asked the clerk to chase feedback from a recent ANPR event, request a further siting of the ANPR at Shop Hill and invite Cheryl Claydon (Police Community Engagement Officer) to the next parish council meeting.
- At a recent Community Speedwatch event on Bunter's Road a vehicle had been recorded at a speed of 58mph as children were walking to school on the narrow pavement. The vehicle observed did not appear to attempt to slow down.

The meeting asked the clerk to contact SCC Highways to request a replacement/reposition of the VAS post at Boyden End/Nunnery Green, and a further post by The Old Post Office for VAS. The meeting further asked the clerk to approach Wickhambrook Primary Academy with a view to running a further competition for new "Kill your speed" poster designs.

7.2 Emergency Planning

Cllr Mike Lavelle

An update to advise that he had recently sought advice from Paul Jolland at Suffolk Fire and Rescue Service on including a section on Wildfire in the Community Emergency Plan.

7.3 Planning & Community Actions

Cllr Tracey Cann

An update to advise that she would shortly be participating in SALC training on National Planning Policy Framework (NPPF).

7.4 Road Safety Working Group

Cllr Mel Karunaratne

The meeting considered an update on Road Safety (previously circulated as [WPC.26.09.02](#)) and identified no further actions.

A further update to advise that:

A further Community Speedwatch event had taken place that morning, with fifteen vehicles reported for speeding (most over 40 mph). A possible new recruit had been identified, and team was coming to the end of the current rota and would take a break over the deep winter months.

7.5 Cemetery Records Project & SALC

Cllr Andrea Grimes

An update to advise that a table top tomb at All Saints Church had significant damage, most likely due to heave from the dry weather. Only the cast iron crosses in the Chapel of Rest remained to be audited.

Cllr Grimes further reported that a large number of chairs had been left in the Chapel of Rest.

7.6 Social Media

Cllr Tracey Cann

The meeting considered an update to ICT and Social Media (previously circulated as [WPC.26.09.03](#)) and, having identified a number of items for inclusion in the proposed print newsletter for the autumn:

- Update on the Request for a reduction in speed limit on the A143
- Parish elections
- Explanation of the budget process
- Good Neighbourhood Scheme

Resolved:

The parish council authorise the cost of print and delivery of a newsletter 2 sides A3 folded (600 units) at not more than £345.00 plus VAT (as applicable).

These Minutes are in draft form only. They have not been ratified by Council and are not a matter of formal record. They will be put before the next Ordinary Council meeting for approval. Queries should be directed to:

the **Parish Clerk**, Hilary Workman **E-mail:** parishclerk@wickhambrook.org Telephone: **07508 039810**

26.09.08 Noted: Resolutions of Estates Committee meeting on 3rd September 2026

26.09.13	The meeting considered a briefing note in respect of a proposal by a local landowner for improvements to access on FP30 (previously circulated as WPC.EC.26.09.07) and, having noted that the proposal would be likely to contribute to the following Community Actions set out in the council's mad Neighbourhood Plan: •Community Action 2 – Wildlife and Conservation •Community Action 3 – Historic Assets •Community Action 7 – Footpaths and Bridleways agreed that it would be reasonable to contribute some funding towards the proposed improvements to the bridge. The meeting, having noted that the landowner would be seeking advice and grant funding from a range of organisations, agreed that the landowner should be encouraged to come back to the parish council with a firmer proposal as and when he is ready to do so.
26.09.12	Noted: The meeting considered a request from a local business to use Six Acres as a departure and test point for Hot Air Ballooning (previously circulated as WPC.EC.26.09.06) and, noting the response from parish council's insurers, below: I have discussed this with our insurers, who have advised that they are comfortable with the proposed ballooning activities provided that: •The ballooning company has carried out a written risk assessment and inspection of the location and is satisfied that the site is safe and suitable. •The Council has also carried out its own written risk assessment and inspection of the location and is satisfied that the site is safe and suitable. •The Council obtains a copy of the ballooning company's public liability insurance and confirms the limit of indemnity held. Please note that your policy would not provide any cover for the ballooning company's activities. Any liability arising from their operations would need to fall under their own insurance arrangements. The Council's policy would only respond where an incident arises as a result of the land itself causing the injury or damage agreed that a trial arrangement (under a Six Acres agreement) until the end of the Financial Year be entered into (limited to not more t, noting that the operator be responsible for: •Noise mitigation •Limitation/restriction of access onto Six Acres during flight departures •Making good any damage caused by departures to Six Acres •Fire prevention •Any necessary notifications and permissions •Risk assessments and insurance •Advance (seven days) notice of planned activities and asked the clerk to prepare a draft agreement (to be checked by Suffolk Association of Local Councils – SALC).
26.09.11	Noted: The meeting considered an update on parish lands (previously circulated as WPC.EC.26.09.05) agreed to appoint R H Landscapes, who had quoted £750 plus VAT. The meeting asked the clerk to specify the work required in the purchase order as set out below: •Cut back over shrubs/ fallen trees etc that are over hanging ditch to a height of 2m •Rake out & clear debris from ditch •All created waste to be removed from site to the contractor's depot for their onward disposal Resolved: Authorise the cost of work to clear the ditch to the back of the Bowling Green at a cost of not more than £2100 plus VAT.
26.09.10	Noted: The meeting considered an update on play area inspections (previously circulated as WPC.EC.26.09.04) and asked the clerk to write formally to West Suffolk Parks should the monthly reporting on play area inspection fail to record work completed by the parish council.
26.09.09	Noted: The meeting considered an update on the designated Wildlife Area between the Tennis Courts and Bowling Green at Six Acres (previously circulated as WPC.EC.26.09.03) and agreed the proposed location for any future water harvesting (within the fenced off area of the Bowling Green). The meeting however decided that that no further action be taken at present, to allow time for the WI to determine whether and where they may plant any future fruit trees (which had formed part of their original scheme). The meeting also noted that no other local Bowls Clubs had indicated a desire to operate from the Bowling Green.
26.09.03	Resolved: That the Minutes of the Estates Committee meeting held on 2nd July 2026, as tabled, be agreed as a true record

26.09.09 Noted: Clerk's report

- 9.1 VAT reclaimed for the months of July and August was £567.68 and £382.75 (both received) respectively.
- 9.2 The account for supply of water to the Bowls Green was currently £23.17 in credit, service charges averaging £6.50 per month. This arrangement had worked well over the past three years and had delivered to the parish council a much more consistent and predictable approach to billing and costs of water consumption. If renewed, the monthly charge (exclusive of metered water costs) would increase by £0.94 to £7.44.
Resolved:
The parish council renew its water supply contract through Everflow at a monthly cost of £7.44 plus metered water usage payable by direct debit.
- 9.3 The current smart meter for supply of electricity would be replaced free of charge late this autumn. The parish council had an opportunity to enter into a new 3 year contract with Smartest Energy £0.0 Standing Charge and £0.4111 pence/kWh.
Resolved:

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The parish council update its electricity supply contract for three years through Smartest Energy at a cost of £0.0 daily standing charge and £0.4111 pence/kWh (VAT @ 5%).

- 9.4 Two new Parish Noticeboards (Min. **WPC.EC.26.02.10** refers) and replacement bin for the Children's play area were scheduled for installation by early October. A press release had been drafted by West Suffolk on our behalf and as soon as the notice boards were installed, arrangements would be made for pictures to be taken with Cllr Sarah Pugh, who kindly funded these (£1000) through her locality budget. WS
- 9.5 Work to parish trees (Min WPC.EC.26.09.13) had been completed.
- 9.6 Parish Council elections take place every 4 years, the last election having taken place on 4th May 2023. The next election would be in held on 6th May 2027 and the Annual Meeting of the Parish Council must be held on the day the new councillors take office or within 14 days following that day. This gives a window of Monday, 10 May 2027, to Monday, 24 May 2027 (inclusive). The parish council's scheduled Annual Meeting of the Parish Council (27th May, 2027) would therefore need to be brought forward to **Thursday 20th May 2027** to meet these requirements.
- 9.7 The parish council ICO registration had been renewed and the certificate will be posted to the website.
- 9.8 Planning Application Review provides a portal with no subscription or ongoing commitment. Credits can be purchased for future reports (£200/5, or £300/10). Planning applications often span multiple drawings, statements and technical reports. Each report brings that material together, establish what is being proposed and identifies the planning matters that may be relevant to the decision. This may be particularly useful to the council with more complex applications.
The meeting asked the clerk to make use of the service on a Pay as you go basis for more complex planning issues.
- 9.9 On 7 September 2026, the Government withdrew its Local Government Reorganisation decision for Suffolk, pausing plans to replace the county's six existing councils with three new unitary authorities. Future updates can be tracked through the [Future Suffolk Hub](#). The Secretary of State for Housing, Communities and Local Government withdrew the previous decision following updated legal advice and a wider national review affecting regions like Norfolk, Essex, and Hampshire. District and borough council elections in Suffolk will proceed as normal in May 2027 using existing boundaries. Separate wider plans for devolution—including a potential joint mayor for Suffolk and Norfolk—are still moving forward.

26.09.10 Noted:

The meeting considered the Conclusion of Audit from PKF Littlejohn LLP that had been received, and an update to the actions identified in response to the Internal Auditor's report (previously circulated as [WPC.26.09.04](#)) and having identified no further actions,

Resolved:

The parish council authorise the cost of an annual subscription to Breakthrough Communications (Pro) at £695 plus VAT.

26.09.11 Noted:

The meeting considered the Chair's review of the internal control statement and report for Quarter 2 of the current financial year (previously circulated as [WPC.26.09.05](#)) and any proposed actions arising from this.

26.09.12 Noted:

12.1 Income received

Vouche	Code	Date	Bank	Receipt No	Net
13	VAT Reclaim	17/08/2026	Unity Trust Bank	VAT Reclaim HMRC	567.68
14	Memorial	27/08/2026	Unity Trust Bank	Additional insc Martins of Clare	140.00
15	VAT Reclaim	14/09/2026	Unity Trust Bank	VAT Reclaim HMRC	382.75
16	Memorial	18/09/2026	Unity Trust Bank	Transfer of De NEW/J267	70.00
Total					1,160.43

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12.2 Payments to be made as listed below:

Voucher	Date	Minute	Description	Supplier	Total
93	27/08/2026	WPC.26.09.12.2	External Audit Fees	PKF Littlejohn LLP	£ 378.00
100	28/09/2026	WPC.26.09.12.2	Volunteer Refreshments	Wickhambrook Stores Ltd	£ 6.48
105	18/09/2026	WPC.26.09.12.2	Clerk Professional Membership	SLCC	£ 200.00
107	30/09/2026	WPC.26.09.12.3	Clerk Homeworking Allowance	Hilary Workman	£ 78.00
108	30/09/2026	WPC.26.09.12.4	Clerk Mileage and Subsistence	Hilary Workman	£ 62.66
					Total £ 725.14

12.3 Resolved:

That the payments to be made, listed above at 11.2 be authorised.

12.4 Payments previously authorised.

Voucher	Date	Minute	Description	Supplier	Total
	30/07/2026 - 10/09/2026		Confidential		£ 3,309.82
74	31/07/2026	WPC.25.11.15	Grounds Contract	R H Landscapes & Maintenance Ltd	£ 1,740.33
75	17/09/2026	WPC.26.02.12.2	Clerk Mobile charges	Hutchison 3G UK Ltd	£ 22.00
83	11/08/2026	WPC.26.02.12.1	Hire of Pavilion/DS Room @ Wickhambrook MSC	Wickhambrook Memorial Social Centre	£ 50.00
84	14/09/2026	WPC.26.02.12.2	ICO Data Protection Fee	Information Commissioner's Office	£ 47.00
85	31/08/2026	WPC.26.02.12.2	Unity Trust Bank Monthly Charges	Unity Trust Bank	£ 7.00
86	03/08/2026	WPC.26.02.12.2	Lloyds Multipay Monthly Fee	Lloyds Bank Commercial Card Services	£ 3.00
87	22/07/2026	25.02.10.1	Adobe Pro Software Subscription	Adobe Systems Software Ireland Ltd	£ 19.97
92	29/08/2026	WPC.26.02.12.1	Grounds Contract	R H Landscapes & Maintenance Ltd	£ 1,805.22
96	22/08/2026	25.02.10.1	Adobe Pro Software Subscription	Adobe Systems Software Ireland Ltd	£ 19.97
98	30/09/2026	WPC.26.02.12.2	Unity Trust Bank Monthly Charges	Unity Trust Bank	£ 7.00
99	02/09/2026	WPC.26.02.12.2	Lloyds Multipay Monthly Fee	Lloyds Bank Commercial Card Services	£ 3.00
101	09/09/2026	WPC.EC.26.07.13	Works to Parish Trees	Suffolk Tree Surgery and Landscapes Ltd	£ 870.00
106	30/09/2026	WPC.26.09.12.2	JRB-DGP15 Economy Dispenser Dog Glove	JRB Enterprise Ltd	£ 99.24
					Total £ 8,003.55

12.5 Actions (payments) under Clerk's Delegation:

Voucher	Date	Minute	Description	Supplier	Total
73	04/06/2026	Clerk Delegation 1di (items below £500)	HM Land Registry Checks	H M Land Registry	£ 14.00
79	30/07/2026	Clerk Delegation 1di (items below £500)	Ground Rent	Wickhambrook Memorial Social Centre	£ 10.00
88	02/07/2026	Clerk Delegation 1di (items below £500)	Bottled Water - Litter pick refreshment	Farmfoods 694 Grocery Stores	£ 4.99
94	27/08/2026	Clerk Delegation 1di (items below £500)	Local Land Charges Search	.gov.uk	£ 15.00
95	26/08/2026	Clerk Delegation 1di (items below £500)	HM Land Registry Checks	H M Land Registry	£ 7.00
97	30/09/2026	Clerk Delegation 1di (items below £500)	Parish Online Mapping Software	Parish Online	£ 66.00
102	13/08/2026	Clerk Delegation 1di (items below £500)	Stakes - Cemetery Supplies	Suregreen	£ 32.50
103	14/08/2026	Clerk Delegation 1di (items below £500)	Teak Oil for Benches	NGL Nordic A/S	£ 33.80
104	14/08/2026	Clerk Delegation 1di (items below £500)	Lint Free Cloths	Spot On-line Limited	£ 4.99
					Total £ 188.28

12.6 The current account balances and reconciliation to 31 August 2026 and the Chairman's confirmation that they are supported by relevant bank balances.

26.09.13 **Noted:**

The meeting reviewed income and expenditure against budget and any proposed adjustments to the approved budget (previously circulated as [WPC.26.09.06](#)) and identified no additional actions.

26.09.14 **Noted:**

The meeting considered any revisions to the 3 year plan and any known project and/or revenue costs in preparation of draft budget for financial year 2025.26 (previously circulated as [WPC.25.09.07](#)) and asked the clerk to include the following matters in draft budget proposals for the next financial year to be considered at the next meeting:

- 4 Village gates on A143 and any installation costs
- Speed reduction competition
- Memorial testing

26.09.15 **Noted:**

The meeting considered the Chair's report with respect to Clerk's salary and the approval of the annual pay award for 2026/27 (previously circulated as [Chair's Report](#)) and take action as appropriate.

26.09.16 **Noted:** Planning results as notified by West Suffolk summarised below

16.1 **DCON(BGP)/25/0086** - Application to discharge statutory biodiversity gain plan condition in relation to DC/25/0086/FUL

Giffords Hall Cottages Giffords Lane Wickhambrook Suffolk

WSC: Application Granted

WPC: Not Consulted

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- 16.2 **DC/26/1029/TCA** - Trees in a conservation area notification
one Red Maple (Marked on plan) fell
Crabbe House Bury Road Wickham Street Wickhambrook Suffolk CB8 8XJ
WSC: No Objection **WPC:** No Objection (Min 26.07.16.1 refers)
- 16.3 **DC/26/1024/HH** - Householder planning application
a. front porch extension
b. changes in fenestration to side and rear elevations
c. single storey rear extension
6 Clopton Park Wickhambrook Newmarket Suffolk CB8 8ND
WSC: Application Granted **WPC:** No Objection (Min. 26.07.16.2 refers)
- 16.4 **DCON(A)/25/0087** - Application to discharge conditions 4 (materials), 8 (windows) and 9 (joinery) of application DC/25/0087/LB
Giffords Hall Cottages Giffords Lane Wickhambrook Suffolk CB8 8PQ
WSC: Application Granted **WPC:** Not Consulted
- 16.5 **DCON(A)/25/0086** - Application to discharge conditions 8 (CEMP), 9 (LEMP), 11 (lighting scheme), 12 (arboricultural method statement) and 13 (tree protection plan) of application DC/25/0086/FUL
Giffords Hall Cottages Giffords Lane Wickhambrook Suffolk CB8 8PQ
WSC: Application Granted **WPC:** Not Consulted

26.09.17 To note Planning applications notified by West Suffolk Council for comment summarised below:
In accordance with Standing Order 10(a)vi, items 26.09.17.2 and 26.09.17.3 on the Agenda were considered at this point and are Minuted at 26.09.17.2 and 17.3.

- 17.1 **DC/25/1736/HYB** - Hybrid Planning application
a. Planning application – 43 dwellings with access, roads, parking, garages, public open space and associated infrastructure
b. Outline planning application (all matters reserved) for commercial use and associated parking (class E)

Land Off Bunters Road Wickhambrook Suffolk

The meeting considered this application and having taken into account:

- 1) The application and additional supporting documents available on West Suffolk's planning portal, including the [cover letter dated 28th August 2026](#) from Denbury Homes
- 2) A briefing paper ([WPC/26.09/DC/25/1736/HYB](#)) prepared by the clerk
- 3) An update from Denbury Homes (who presented their apologies, no officer being available to attend the meeting) on their current planning application at Land off Bunters Road, Wickhambrook:
 - 3.1. Denbury Homes Response to Wickhambrook Parish Council's report (**Appendix A**)
 - 3.2. Denbury Homes Further Information in response to Queries from Wickhambrook PC (**Appendix B**)

Agreed that the concerns which they had previously identified with respect to Objectives 3, 7, 9, 10, 13, 14 and 15 and policies WHB 2, 3, 8, 10, 12, 13, 16 and 17 (Min. EO.26.07.6.1 refers) had been addressed through the additional information supplied by Denbury Homes identified above, specifically:

Objective 3 - New housing should be located where it is safely accessible by foot to the village's services and facilities

Policy WHB 2

Details of signage will be informed by the Road Safety Audit process that has been conditioned by SCC Highways

Objective 7 - Natural habitats will be protected and enhanced.

Policy WHB 8 – Biodiversity and Habitats

- **Baseline habitats assessment:** The site is currently majority arable agricultural land with small areas of grassland, woodland and artificial unsealed surface. The metric calculates the ecological baseline as 5.60 habitat units.
- **On-site habitat creation:** Post-development the site will comprise a mixture of developed land with sealed surface, gardens, grassland, woodland and trees. The metric calculates the on-site habitat post development as 6.30 habitat units.
- **Net Change:** The net change between the baseline and post-development assessments is +0.70 habitat units which represents a 12.46% increase. The development therefore achieve the required > 10% BNG on-site through the creation of large areas of open space with grassland and tree planting.

The on-site habitat creation and its ongoing monitoring will be secured through a S106 legal agreement.

Denbury Homes confirms that it will comply with any additional recommendations/conditions identified by Ecology in response to the RAMs Method Statement for GCN.

Objective 8 - Wickhambrook's built heritage assets will be protected.

Policy WHB 10 – Buildings and Structures of Local Significance

- Footway around the southern bell mouth of site entrance removed in response to conservation officer comments regarding suburban character of junction. The footway is not required for pedestrian connectivity and this change had been confirmed as acceptable in technical discussions with SCC Highways.
- Plot 1 and garage repositioned in response to conservation officer comments.
- Plots 1 & 14 changed from render to brick, eaves height reduced by 300mm, roof pitch reduced and ridge height lowered by 1m in response to conservation officer comments.
- Street elevations updated to reflect above changes.
- Replacement hedgerow along Bunters Road increased in height and density in response to conservation officer.

Objective 9 - High-quality and eco-friendly development will reinforce the local character of the village.

Policy WHB 12 – Sustainable Construction Practices

- Revised plans submitted on 13th March 2026 include solar PV panels. Sustainability statement updated to reflect this and provide water efficiency at 110 l/p/d. Response set out that it is a mandatory requirement for Building Regulations Part L to be complied with and it therefore isn't necessary to include this as a condition.
- Updated Sustainability Statement submitted 15/07/2026. The proposed conditions are noted and accepted.

This is covered by the following condition requested by Environment and Sustainability:

1. Building Regulations Part L / Future Homes Standard 2025

Prior to first occupation, evidence of compliance with the Future Homes Standard 2025, or evidence of the Part L compliance BRUKL documentation prior to the introduction and implementation of the Government's Future Homes Standards, shall be submitted to and approved in writing by the Local Planning Authority. Details shall include information on fabric, ventilation, lighting, heating and cooling, renewable energy, and unregulated loads. Any areas in which the proposed energy strategy might conflict with other requirements set out in the Development Plan should be identified and proposals for resolving this conflict outlined.

Objective 10 - New development will not have a detrimental impact on the quality of life of existing residents

Policy WHB 13 – Flooding and Sustainable Drainage

Suffolk County Council as Lead Local Flood Authority (LLFA) supports the approval of the application and has requested the following three conditions be attached to any planning permission:

1. *Requires the drainage strategy to be implemented in accordance with the details submitted and secures its ongoing management and maintenance.*
2. *Requires the submission of a verification report to confirm that the approved drainage system has been installed and inspected. It further requires that precise details of the components and piped network are provided for inclusion on the LLFA Flood Risk Asset Register.*
3. *Requires the submission of a Construction Surface Water Management Plan (CSWMP) to ensure that surface water is effectively managed during construction.*

Objective 13 - The capacity and safety of the road network to cope with new development will be ensured.

- *Details of signage will be informed by the Road Safety Audit process that has been conditioned by SCC Highways.*
- *SCC Highways are the Local Highways Authority and this is the process that they have requested. It follows standard good practice in terms of agreeing the principle of proposed highways works at planning application stage and allowing further assessment and agreement of details at conditions discharge stage. We appreciate the Parish Council's concerns regarding not being a statutory consultee for discharge of conditions applications, but we would be happy to notify the parish council once details have been submitted for these conditions, which would give the Parish the chance to view the plans. It is also worth noting that the Road Safety Audit is an independent process conducted by qualified auditors that are independent of both the design team (i.e. the applicant's engineers) and SCC Highways. It is the independent auditors that will make any recommendations for changes to the design and it is important that they remain independent from all parties.*

Objective 14 - The improvement of bus services to nearby towns will be encouraged. Funding allocation under S.106 Agreement – Secondary School Transport.

It goes to Suffolk County Council as the education authority towards the costs of providing pupil transportation to and from the secondary school serving the development.

Objective 15 - The Public Rights of Way network will be protected, maintained and improved

See item under Objective 13 above in response to query about footway improvements. Councillors also noted the off-site contributions to play and sport identified by West Suffolk Council fifty-two thousand four hundred and sixteen pounds and forty-five pence (£52,416.45) BCIS Indexed, and that the contribution be used for the provision of and/or improvement to children's play areas serving the development.

The meeting therefore determined that, subject to:

1. West Suffolk Council attaching the conditions identified by its various statutory consultees, either already submitted, or as identified in any future responses (e.g. Road Safety Audit requirements)
 2. off-site contributions to play and sport (£52,416.45), the parish council raises no objections to the application
 3. The commercial use (employment) element of the application being consulted separately by West Suffolk Council at a later date
- the parish council raises no objections to the (residential element of the) application

17.2 **DC/26/1171/FUL** - Planning application

Two storey outbuilding

Easterwood House Baxters Green Wickhambrook Suffolk CB8 8UY

No objections

17.3 **DC/26/1172/HH** - Householder planning application

detached cart lodge (following demolition of existing garage)

Brook Cottage Cloak Lane Wickhambrook Suffolk CB8 8UJ

No objections.

17.4 Resolved:

That the Clerk make known the Council's comments on planning applications above to the Corporate Manager, Growth & Sustainable Planning at West Suffolk Council.

- 26.09.18 **Noted:** That when invited, there were no other Planning matters for information, to be noted or for inclusion on a future agenda.
- 26.09.19 **Noted:**
 The Meeting considered a proposal to set up an annual award for contributions by young people in the parish (previously circulated as [WPC.26.09.09](#)) in memory of the late Robert Everitt, parish, district and county Councillor. The meeting welcomed Diane Everitt to the meeting, who gave a brief background to how Robert had become involved in community events and local government following their move to the village in the late 1970's and his enthusiasm for supporting young people.
 The meeting came to the conclusion that the award should target the 12-18 age group, in order to encourage volunteering, and would recognise young people who have taken on adult responsibilities, caring, volunteering or demonstrated bravery in adversity. It could be awarded to either an individual or a group, and ideally, nominations would be by their peers.
 Diane and her daughters had suggested three names for the award, and councillors asked the clerk to contact the school and local clubs, giving them the suggestions as a basis on which to firm up a final name for the award.
 The meeting thanked Diane Everitt for coming along to the meeting and asked the clerk to bring a report back to the November meeting to finalise details in time for a December launch for nominations.
- 26.09.20 **Noted:**
 The meeting asked the clerk to again invite Year 6 of Wickhambrook Primary Academy to lay the wreath at the Remembrance Day Ceremony at Wickhambrook Cemetery on Sunday 8th November, as they considered it important to involve the next generation in the marking of this occasion, and
Resolved:
That a donation of £50 be made to Royal British Legion for the Remembrance Day Wreath
- 26.09.21 **Noted:** That when any other matters for information, to be noted or for inclusion on a future agenda were invited, the following:
- Parish Lands
 - Staffing Committee and succession planning
 - What does Wickhambrook PC Success look like in 2030
- 26.09.22 **Noted:**
 That the scheduled date for the next meeting is Thursday 26th November beginning at 7:00pm at the Pavilion, Wickhambrook Memorial Social Centre.
- 26.09.23 **Noted:** Close of meeting. 20:56