



The meeting of Cavendish Parish Council took place on Wednesday 10th September 2025. In the Cavendish Memorial Hall at 7.30pm.

Councillors Present: Malcolm Halliday, Ted Gittins, Annette Wiliamott, Nicky Welch, Ed Stevens

Also present: Kay Garner (Clerk), County Councillor Bobby Bennett and 5 members of the public.

1. Acceptance of apologies for absence.

Apologies were received and accepted from the Chair, Nick Vosper, Councillor Alison Kenny, District Councillors Karen Richardson and Marion Rushbrook.

Malcolm Halliday agreed to chair the meeting in the absence of Nick Vosper.

2. Declaration of Interest in items on the agenda and dispensation requests.

No councillor declared an interest in any item on the agenda. No dispensation requests were received.

3. Approval of minutes of the Parish Council meeting held on 16th June 2025.

It was resolved that the minutes were correct. Malcolm Halliday signed them.

Approval of minutes of the Parish Council meeting held on 16th July 2025.

It was resolved that the minutes were correct. Malcolm Halliday signed them.

Approval of the minutes of the Extraordinary Meeting held on 6th August 2025.

It was resolved that the minutes were correct. Malcolm Halliday signed them.

4. Public Session (20 minutes)

Emergency Road Closure. Two members of the public expressed concern on how the emergency road closure outside the Colombines, Melford Road was handled. Signage was inadequate. Road closure notifications were not submitted to Suffolk County Council in a timely manner resulting in an emergency ambulance being unaware of the road closure and trying to drive through. The resulting repair to enable the road to be reopened took too long. County Councillor Bobby Bennett confirmed that it was unacceptable and that Anglian Water failed in their duty resulting in a formal complaint from Suffolk County Council.

Allotment. A member of the public submitted a request to move the Allotment Bins and create hardstanding. It was agreed that this would be investigated and added to the agenda for the next meeting. It was reported that one of the allotment plots was in an unkempt condition. Nick Vosper to investigate and contact the allotment holder if required.

5. County/District Councillors' reports

County Councillor Bobby Bennett confirmed that the unity council proposal was ongoing. A residents summary will be published shortly.

6. Finance

a) June 2025, July 2025 and August 2025 Accounts.

These were all agreed by all councillors and approved and signed by the Chair.

b) Terms of Reference for Finance Committee

This was agreed by all councillors and approved with an amendment to 1 a. and 4 a. (see attached)

c) NJC Pay Agreement

This was unanimously agreed and approved by all councillors.



d) External Audit

We have received the External Auditor's Report and Certificate 2024/25 with no comments or actions. This has been published on our website.

7. Parish Councillors' Reports

Ed Stevens Adjusted the bench around the tree on the green that would allow it to grow further.

Nicky Welch Welcome Wednesday continues to be well attended.

Annette Williamott has watered the tree on the Green to try to ensure its survival.

Ted Gittins had received a response from West Suffolk Council confirming they would fund the Community Housing Survey. Details would be forwarded to all councillors.

8. Chair Report

No report received from the Chair in his absence.

9. To receive an update on the list of actions agreed at the last meeting.

Annette confirmed that she had obtained details for Unity Bank with a view to transferring Parish Council bank accounts. Likely to be for the new tax year commencing April 2026.

10. Planning Applications

DC/25/1212/HH

Proposal: Householder planning application - single storey side and rear extension (following demolition of existing conservatory and garage)

Location: Ashleigh House Poole Street Cavendish Suffolk CO10 8BD

Parish Council Response: No Comment

DC/25/1086/TPO

Proposal: TPO 259(1973) tree preservation order - one acer (marked on plan, within A7 on order) 10 branches to be reduced by one metre on the western side The Acer tree is contacting the mast and antenna and causing obstruction. Tree to be cleared 1 meter from mast and antenna to reduce potential of communication issues.

Location: High Street Cavendish Suffolk

Parish Council Response: Support

DC/25/1263/LB

Proposal: Application for listed building consent – a. demolition of internal wall b. lime plaster to front and side external walls

Location: Tumbleweed Cottage, High Street, Cavendish. CO10 8AZ.

Parish Council Response: No Comment

DC/25/1310/HH

Proposal: Householder planning application – 1.5 storey rear extension

Location: Railway View Cottage, High Street, Cavendish. CO10 8AR.

Parish Council Response: No Comment

DC/25/1331/HH

Proposal: Householder planning application – a. single storey rear infill extension with rooflights b. insertion of window on rear elevation and c. insertion of patio doors on side elevation.

Location: Heathcot 31 Greys Close, Cavendish. CO10 8BT.

Parish Council Response: No Comment



11. Memorial Hall

- Notice Board Replacement
Action: Clerk
- Oven Cleaning
Councillor Nicky Welch had cleaned this. Agreed further cleaning to be arranged in the new year.
- Window Cleaning (Inside and Outside)
It was unanimously to accept the quote from Ben Pettit to clean the windows inside and outside.
- Electrical Testing
Jerry, the electrician, carried out the 5-year test on the main wiring and the PAT testing in the Memorial Hall on Tuesday 9th September 2025.

12. Allotment

- Purchase of Land by resident
It was unanimously agreed not to sell this land.
The complaint regarding overhanging fruit trees to the householder's property to be investigated.
Action: Nick Vosper

13. Play Area

- Working Group – temporarily suspended
- Repairs to Gate
It was unanimously agreed to accept the revised quote from Chris Mortimer to replace the gates. (As Attached)

14. Orchard

None

15. War Memorial

- Clean/Repair
It was agreed to obtain further quotes
Action: Malcolm Halliday
- New Brackets
It was agreed to obtain quotes and details
Action: Malcolm Halliday

16. Monthly Parish Council Meeting

It was agreed to continue with our existing Meeting Schedule and not change to Monthly Meetings.

17. 2026 Meeting Dates

These were agreed. (See attached)

18. APM and Community Fair

This date was originally proposed for Saturday 16th May 2026. However, this is the FA Cup final day. Alternative date will be proposed.

19. Elect a Vice Chair

There were no volunteers for this role.



20. Finbose Ambrose Trust

Monies owed are still outstanding due to ill-health of treasurer.

21. Clearing of "Hilditch" Church Yard Stream and Water Lane

It was agreed that this would be reported to Suffolk Highways and James Munro would be asked to look at the work required.

Action: Malcolm Halliday

22. Hi-Vis Jackets x 4 (Ex Speedwatch)

It was decided that these would be kept in the lockable cupboard at the Memorial Hall to be used in the event of emergencies.

23. Donation

- Late David Kirkman – charity donation in memory of.

It was agreed that a donation of £50.00 would be made to the Stour River Trust in his memory.

Action: Clerk

24. Solar Farm

- Community Fund Meeting Date

It was agreed that no discussions would take place until after the planning application had been decided by West Suffolk.

- It was agreed that suggestions received from the Solar Farm Opposition Group be actioned.

Action: Clerk

25. Correspondence

None

26. Any other business for noting or including on the next agenda of the next meeting on Wednesday 12th November 2025.

- Community Housing Survey
- Allotment hardstanding

There being no further business the meeting closed at 9.50pm,

Signed:

(Chair) Dated: