



Minutes of the Cavendish Parish Council meeting held Wednesday 12th March 2025. In the Cavendish Memorial Hall at 7.30pm.

Councillors Present: Malcolm Halliday (Chair), Nicky Welch, Ted Gittins, Nicholas Vosper, Annette Williamott, Shannon Craig, Alison Kenny.

Also present: Kay Garner (Clerk), District Councillor Nick Clarke, and 4 members of the public.

1. Acceptance of apologies for absence.

None.

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 meeting held on Wednesday 15th January 2025.

It was resolved that the minutes were correct. The Chair signed them.

Approval of minutes of the Special meeting held on Wednesday 19th February 2025.

It was resolved that the minutes were correct. The Chair signed them.

4. Public Session (20 minutes)

Parishioners raised the following points:

- White marks appearing outside the Memorial Hall, The Bull and various locations. Reason is unknown but no cause for concern.
- Christmas Tree Festival. This will not take place this year.
- Water Lane. A report of a piece of chipboard/plywood blocking the river. Parish Council will arrange for this to be removed and any debris from cutting down the bush.

5. County/District Councillors' reports

District Councillor Nick Clarke provided an update on:

Devolution:

This process continues with meetings being held and papers/reports compiled for the proposal.
(Also see item 18)

Solar Farm:

A public meeting was held in Clare. This was unacceptable and should have been held in Cavendish. Nick is in communication with the company to press for a meeting in Cavendish ASAP.

6. Finance

- a) January and February 2025 Accounts.

This was approved and signed by the Chair.

- b) Approve the Insurance Quote and fix for 3 years.

This was unanimously approved and agreed by all councillors.

7. Parish Councillors' Reports

Nicholas Vosper reported that we have not had a volunteer to take over the management of the Orchard. A report was posted in the village magazine to see if anyone was interested. We will ask our contractor, James, to assist with pruning and as required.

We currently have one ½ plot available in the Allotments.

Annette Williamott and Nicky Welch both reported that Welcome Wednesday continues to be well attended with 18-20 people attending. They planned to do another hot meal in April Easter Half



Term when there is longer availability in the hall. Now that the money has been received from the locality budget for a new fridge for the hall kitchen this will be purchased.

8. Chair Report

The Clerk's annual performance review will take place on Monday 17th March with a meeting between Kay and the Finance Committee. The Chair apologised that it had been delayed.

The Chair thanked the councillors for putting him forward in a ballot to attend a Buckingham Palace Garden Party open to council officials from the West Suffolk. Unfortunately, he was not successful – better luck next time!

The Chair has been invited to the CCA annual thank you evening on 18th March.

The Chair along with several other councillors attended the Wales End Solar Farm public consultation event held in Clare Town Hall on 4th March.

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

It was agreed that all had been actioned.

10. Elect a Vice Chair

It was proposed by Nicky Welch for Nicholas Vosper to hold the position of Vice Chair.

This was seconded by Ted Gittins and unanimously agreed by all council members.

Nicholas Vosper accepted the position of Vice Chair.

11. Agree the date of the Annual Parish Meeting

It was agreed that to hold this meeting on Saturday 31st May and combine it with a community fair event to invite all local organisations to attend and have a stall.

These stalls will be an opportunity for the public to find out more about their work, needs and priorities. It's a chance for the public to find out about the activities on offer and get involved.

12. Planning Applications

DC/25/0034/TCA

Proposal: Trees in a conservation area notification – 10 Cypress (red on plan) height reduction by two metres and thin by 5%.

Location: Little Oaks, High Street, Cavendish, Suffolk. CO10 8AS

Parish Council Response: No Comment

DC/24/1756/FUL

Proposal: Change of use from agricultural storage barn to dwelling for holiday let/AirBnB (sui generis)

Location: Kiln Farm Lower Road Cavendish Suffolk CO10 8FN

Parish Council Response: No Comment

DC/25/0068/FUL

Proposal: Replacement extract flue system

Location: The George The Green Cavendish Suffolk CO10 8BA

Parish Council Response:

Comments: Further Investigation Required

DC/25/0069/LB

Proposal: Application for listed building consent - replacement extract flue system

Location: The George The Green Cavendish Suffolk CO10 8BA

Parish Council Response:



Comments: Further Investigation Required

DC/25/0155/TCA

Proposal: Trees in a conservation area notification – one Cherry (on plan) fell

Location: Whitecroft, Poole Street, Cavendish, Suffolk. CO10 8BD

Parish Council Response: No Comment

DC/25/0284/HH

Proposal: Householder planning application - single storey front porch extension

Location: 16 Pentlow Drive Cavendish Sudbury Suffolk CO10 8AE

Parish Council Response: No Comment

DC/25/0130/TPO

Proposal: TPO 259 (1973) tree preservation order - a. one Acer (T2 on plan T14 on order) reduce lowest lateral branches by up to five metres b. one Beech (T4 on plan T23 on order) reduce overhanging branches by up to five metres c. one Oak (T3 on plan T15 on order) remove deadwood retaining overall shape

Location: Cemetery Peacocks Road Cavendish Suffolk CO10 8BT

Parish Council Response: <Not applicable – own application>

DC/25/0225/TCA

Proposal: Trees in a conservation area notification - a. one Sorbus (T1 on the green) fell b. one Holly (T1) three Acer (T2 T3 and T5) three Beech (T6 T7 and T10) and one Hawthorn (T8) reduce overhanging branches by up to five metres c. one Beech (T11) crown lift to three metres above ground level d. one Conifer (T21) removal of dead branch

Location: Cemetery Peacocks Road Cavendish Suffolk CO10 8BT

Parish Council Response: <Not applicable – own application>

DC/25/0313/TPO

Proposal: TPO 259 (1973) tree preservation order – one horse chestnut (within area G3 on order) fell.

Location: Stour House, Melford Road, Cavendish Suffolk CO10 8BT

Parish Council Response: Object

Parish Council Comments: The Agent indicates that this protected tree is not diseased or likely to break or fall but also indicates the tree has fungus and the roots are diseased. The tree forms an important element in the street scene and hence the Parish Council would wish to see technical evidence that it is necessary for this tree to be felled. In the absence of this evidence, the Parish Council objects to the Application.

13. Audit 2024-2025

Housekeeping actions are required as follows:

1. The standard “Standing Orders and Financial Regs. Confirmation that no changes are needed. Policies on website: to affirm all in order and no amendments due.
It was affirmed that all in order and no amendments due.
2. The Clerk was formally appointed as “Responsible Financial Officer”.
3. Confirm The Council insurance is up to date and the Premium for 2024-25 will be paid.
This was confirmed and has been paid.
4. Confirmed that the clerk does not wish to join a pension scheme, and the council has completed a Declaration of compliance.
5. Signed off the updated Asset Register.



6. SALC has been appointed as our Internal Auditor.
Approved the Letter of Engagement.
7. An Internal control statement was signed off.
8. Completed Financial Risk Assessment statement was signed off.

14. Housing Needs Survey

It was agreed that further research is required. Add to next meeting Agenda.

Action: Ted Gittins

15. Tree work

This is outstanding as Planning Applications have not yet been approved.

16. Erosion of The Green/Parking on Slip Road

It was agreed that a Groundworks Company be contacted for advice.

Action: Malcolm Halliday

17. Memorial Hall

The Ambrose Trust agreed to refund the money spent by the Parish Council on repairs to the hall.
It was proposed that the Windows be painted.

18. Devolution

On 5th February 2025 it was announced that Suffolk is on the new fast-track Devolution Priority Programme (DPP) resulting in the election of a Mayor (covering Suffolk and Norfolk) in May 2026.
On 17th February 2025 the consultation (that expires on 13th April 2025) was published and can be found here:

[Norfolk and Suffolk devolution - GOV.UK](https://www.gov.uk/government/consultations/norfolk-and-suffolk-devolution)

19. Village Green

Permission sought to and granted to hold the following events on the Green:

1. CCA - VE Day Celebration – Saturday 10th May 2025
2. CCA - Beating the Bounds – Monday 26th May 2025
3. CCA -Village Fete – Saturday 6th September 2025
4. CCA -Fireworks – November 2025
5. Cavendish Primary School – Sports Day 6th June (13th June back up in case of bad weather)

20. Correspondence

- Wales End Solar and BESS, Noventum Power Consultation

It was proposed that the company be contacted to request that they hold a public consultation event in Cavendish Memorial Hall ASAP.

Action: Clerk

- Great Yeldham Bus Museum

Email from Chair of Great Yeldham Parish Council. This will be opening in September 2025 and will also be operating a Weekend Bus Service (Great Yeldham to Rodbridge Corner and back via Ridgewell, Baythorne End, Stoke by Clare, Clare, Cavendish and Long Melford).

They have asked for special places of interest to be published in the bus literature.

Clarification required to whether the bus will stop in Cavendish.

Action: Clerk



21. Any other business for noting or including on the next agenda of the next meeting on Wednesday 7th May 2025.

Housing Needs Survey (14)

War Memorial. Councillor Alison Kenny agreed to take on this project.

There being no further business the meeting closed at 9.30pm.

Signed:  (Chair)

Dated: 7/5/25



BANK ACCOUNT RECEIPTS To 31st January 2025

Date	Source	Amount	Admin.	Cemetery	Allotments	Other	Hall	Hall Other	VAT
07/01/25	Hall Hire Deposit (Clark)	25.00					25.00		
07/01/25	Hall Hire (Clark)	14.00					14.00		
09/01/25	Chubb F&S Credit	14.88						14.88	
09/01/25	Cemetery - Re Norman	75.00		75.00					
09/01/25	Hall Hire/Deposit (Gammage)	61.00					61.00		
13/01/25	Cash - Hall Heating Meters	328.00						328.00	
13/01/25	Hall Hire (Metcalfe)	32.00					32.00		
14/01/25	Pre-School Electric	174.67						174.67	
15/01/25	Allotments - Lockwood	80.00			80.00				
15/01/25	Allotments - Laxton	40.00			40.00				
15/01/25	Hall Hire Deposit (Allison)	25.00					25.00		
15/01/25	Allotments (Childs)	20.00			20.00				
15/01/25	Allotments (Macdonald)	20.00			20.00				
16/01/25	WSC Grant- Replacement PlayArea	5,000.00					5,000.00		
17/01/25	Allotment (Winfield)	40.00			40.00				
18/01/25	Allotments (Blake)	180.00			180.00				
20/01/25	Hall Hire - PreSchool	250.00					250.00		
20/01/25	Hall Hire (Allison)	22.00					22.00		
20/01/25	Allotments (Quealy)	60.00			60.00				
21/01/25	HMRC - VAT Return	1,407.70							1407.70
21/01/25	Hall Hire- Koalas	56.00					56.00		
21/01/25	Allotments (Barrow)	40.00			40.00				
22/01/25	Gainsborough (December 24)	130.00					130.00		
23/01/25	Allotments (Cooper)	40.00			40.00				
23/01/25	Cash Orchard Tree Donation	248.31				248.31			
24/01/25	Cemetery - Re McBarnett	300.00		300.00					
27/01/25	Hall Hire - CCA	21.00					21.00		
27/01/25	Allotments (Grayson)	20.00			20.00				
28/01/25	2 x Cheques Deposit (Total)	200.00			20.00		180.00		
30/01/25	WSC - Glass Recycling	450.00				450.00			
30/01/25	Cash - Hall Heating Meters	153.00						153.00	
31/01/25	Hall Hire - Vatter (Yoga)	152.00					152.00		

Total for 1 months to 31/01/25	9,679.56	0.00	375.00	560.00	698.31	5,968.00	670.55	1,407.70
Total b/wd	106,077.23							
Total c/wd	115,756.79							
Less Expenses	46,562.77							
Net	69,194.02							

Earmarked Funds as at 31/01/25

Cavendish Flowers	634.96
War Memorial	3,000.00
Memorial Hall (Incl Winter Warmer Grant)	8,750.00
Play Area (Replacement)	5,000.00
Traffic Management	6,030.00
Total earmarked funds	23,414.96
Reserve	45,779.06
Total	69,194.02

Bank account 31/01/25

Current	59585.35
Savings	9608.67

Total	69,194.02
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M. Halliday
12/3/25

[illegible]

Earmarked Funds as at 28/02/25

Bank account 28/02/25

Total	68,069.59
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M. M. Kilday
12/3/25

**BANK ACCOUNT PAYMENTS To 31st January 2025**[illegible]

Total for January 2025		4679.87	529.93	0.00	137.47	175.00	0.00	1426.67	1153.09	568.84	25.00
Total Costs b/fwd		41882.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost c/fwd		46562.77	529.93	0.00	137.47	175.00	0.00	1426.67	1153.09	568.84	25.00

BANK ACCOUNT PAYMENTS To 28th February 2025[illegible]

Total for February 2025		3129.97	702.23	264.78	18.00	710.00	0.00	234.00	1052.86	148.10	0.00
Total Costs b/fwd		46562.77	529.93	0.00	137.47	175.00	0.00	1426.67	1153.09	568.84	25.00
Total Cost c/fwd		49692.74	1232.16	264.78	155.47	885.00	0.00	1660.67	2205.95	716.94	25.00

Matt Day
12/3/25



From: Abigail Wawman <abigail.wawman@uk.zurich.com>
Sent: 26 February 2025 13:31
To: Kay Garner <CAVVPC@outlook.com>
Subject: RE: Cavendish Parish Council - YLL-2720439723 - Zurich Insurance

Good afternoon, Kay,

Thank you for your email.

I have removed the Strimmer and Hedge Cutter from the policy effective from the renewal date. As a result, the renewal premium is as follows:

- 1 Year: £ 2,511.49 (including IPT)
- 3 Year (LTA): £2,281.34 (including IPT)

Please note that our Long-Term Agreement guarantees a fixed discount on your premium each year. However, your premium may change due to index linking or if you need to adjust sums insured or cover levels.

Once you've had an opportunity to review this, please let me know how you would like to proceed.

If you have any questions or if you require anything further, please let me know.

Kind regards

[Abigail Wawman](#)

Digital Trading Underwriter – Cert CII

📍 England

☎ 08009179531

✉ renewals.team@uk.zurich.com

