



Minutes of the Cavendish Parish Council meeting held Wednesday 15th January 2025. In the Cavendish Memorial Hall at 7.30pm.

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

Also present: Kay Garner (Clerk), District Councillor Nick Clarke, County Councillor Bobby Bennett and 25 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 13th November 2024.

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

4. Public Session (20 minutes)

A parishioner raised the issue of flooding in the area of Colts Hall Lane. It was advised that all instances should be reported using the Suffolk County Council reporting tool.

A parishioner asked if the glass collection for all households is still happening and how it would affect the bottle bank in Cavendish. They were advised that no decision has been made by Suffolk County Council and the Parish Council will look to retain our bottle bank regardless of that decision as it is a form of revenue for the Parish Council.

A parishioner raised the issue of a tree growing in Water Lane that was impacting the area. It was agreed that the Parish Council would arrange for this to be removed.

5. County/District Councillors' reports

District Councillor Nick Clarke reported on the Devolution proposal for West Suffolk.

Following the publication of the White Paper and the ministerial letters on 16 December, the county council held an extraordinary Council meeting followed by an extraordinary Cabinet meeting on 9 January 2025.

The Council decision was to:

"Endorse that the leader responds to the minister expressing Suffolk County Council's interest in joining the Devolution Priority Programme, noting that acceptance onto this programme: i) makes a clear commitment to delivering both reorganisation and devolution to the most ambitious timeframe and ii) may postpone the 2025 County Council elections.

County Councillor Bobby Bennett also spoke regarding the Devolution proposal.

6. Vacancy for Parish Councillor

We have received two applications for this vacancy. However, it was decided to explore the possibility of increasing our current number of councillors from 7 to 8. This co-option will be postponed until this has been investigated.

Action: Parish Clerk

7. Finance

a) November and December 2024 Accounts

This was agreed by all councillors and approved and signed by the Chair.



- b) Proposal to add Councillor Nicky Welch as a signatory for Cavendish Parish Council bank account with Santander.

This was unanimously agreed and approved by all councillors.

8. Parish Councillors' Reports

Nick Vosper. Reported that he was consulting with an Orchard specialist to determine the requirements for maintaining the Orchard.

The allotment holders had been sent a letter advising them of the clearance of rubbish available on 3rd February 2025.

Signage and Notices Policy. The new written policy proposed by Nick was unanimously agreed and approved for implementation.

Nicky Welch reported that the new floor had been installed in the Memorial Hall kitchen.

A new microwave had been purchased.

Welcome Wednesday was now providing a hot lunch of soup and a roll which was very much appreciated by the attendees. This was financed by the extra grant received.

A visit is also planned from the Guildhall Surgery in Clare offering health checks to attendees.

Annette Williamott reported that she would be meeting with James Munro to agree grounds maintenance required for the Cemetery.

Ted Gittins reported that following on from his report at the last meeting regarding a community led housing scheme he had been in contact with Clarke and Simpson estate agents to explore the possibility of using land for affordable housing. Clarification is required to what is meant by affordable. It is proposed that a survey of the village is carried out to try and establish the scale and nature of the need before whether to put more energy and resources into the scheme.

9. Chair Report

The chair advised that we would be renewing the contract with West Suffolk County Council to maintain the sports fields.

Wreath removal from the War Memorial after Remembrance Day. After discussion it was proposed that the Wreaths be removed at Easter. It was unanimously agreed.

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

It was agreed that all had been actioned.

11. Planning Applications

DC/24/1428/TCA

Proposal: Trees in a conservation area notification - six Yew (T1 T2 T241 T239 T242a and T242b on plan) various works as per supporting documents and annotated photos

Location: St Marys Church, Peacocks Road, Cavendish, Suffolk

Parish Council Response: No Comment

DC/24/1556/P3QPA

Proposal: Prior Approval Application under Part 3 of the Town and Country Planning (General Permitted Development) (Amendment and Consequential Provisions) (England) Order 2015 - change of use from agricultural building to dwellinghouse (class C3) to create one dwellings

Location: Scotts Farm Fern Barn Stour Street Cavendish Suffolk

Parish Council Response: No Comment

DC/24/1632/LB

Proposal: Application for listed building consent - re-roof a section of thatch to rear of property to slate



Location: The Nook , High Street, Cavendish, Suffolk, CO10 8AX

Parish Council Response: No Comment

DC/24/1670/TPO

Proposal: TPO 259 (1975) tree preservation order - three Oaks and three Beech (indicated on plan in area A7 of order) reduce the height and spread of trees by up to three metres; one Oak (indicated on plan in area A7 of order) fell

Location: Anglian Water, Water Lane/Lower Street, Cavendish, Suffolk

Parish Council Response: Support

DC/24/1612/HH

Proposal: Householder planning application - a. two storey rear extension (following demolition of existing single storey rear extension, b. single storey side extension to garage

Location: 39 Nether Road, Cavendish, Suffolk, CO10 8BU

Parish Council Response: Support

DC/24/1731/TPO

Proposal: TPO 259 (1973) tree preservation order - one Beech (T422 on plan, within group G7 on order) overall crown reduction by three metres and crown lift to five metres above ground level; one Beech (T431 on plan, within group G8 on order) fell

Location: Devonshire House, High Street, Cavendish, Suffolk, CO10 8AS

Parish Council Response: No Comment

DC/24/1711/FUL

Proposal: Planning Application - change of use from residential dwelling (class C3) to children's care home (class C2)

Location: Little Haven Water Lane Cavendish Suffolk CO10 8AH

Parish Council Response: Support

Comments: In supporting this Application, the Parish Council noted that the title of the Application is for a Class C2 Use for a Children's Home whilst its documentation refers specifically to the care of 4 children between the ages of 5 and 12. The Parish Council is concerned that, unless controlled, any permission would enable larger numbers of children up to the age of 18 to be accommodated which would have a significantly greater impact on the amenity of local residents. The Parish Council therefore request that the title of the Application be changed or a Condition imposed to specifically limit any permission to "4 children between the ages of 5 and 12".

DC/24/1794/HH

Proposal: Householder Planning application - a. relocation of front door with front porch b. single storey extension to rear of dwelling

Location: 12 Pentlow Drive Cavendish Suffolk CO10 8AE

Parish Council Response: Support

DC/25/0024/TCA

Proposal: Trees in a conservation area notification - one Indian Bean (T1 on plan) overall crown reduction by two metres

Location: Burghley House, The Green, Cavendish, Suffolk, CO10 8BB

Parish Council Response: No Comment

12. Tree Survey and Quotes

It was agreed to accept both quotes and for the works to be carried out.



13. Play Area

Grant of £5000 received from West Suffolk Communities Grant Fund. This money will be ringfenced and used towards the cost of replacing the play area equipment on the green.

14. Painting – Donated

It was agreed to accept the painting with thanks and display it in the Memorial Hall. A book of Cavendish by way of thanks would be sent to the person who donated the painting.

15. Correspondence

None

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

- Parish Councillor Shannon Craig requested contact details of County Councillor Bobby Bennett and Suffolk County Council Reporting Tool
- War Memorial Repair and Cleaning
- Application to the Trust to reimburse cost of the Memorial Hall repairs.

There being no further business the meeting closed at 9.20pm,

Signed: 

(Chair) Dated: 12/3/25



BANK ACCOUNT PAYMENTS To 30th November 2024

Date	TO WHOM	Cheque No./DD	Amount	Category									
				ADMIN	MISC Other	Cemetery/ Allotments	Street Clean/M aint.	Grass/ Trees	Hall Maint.	Hall Services	VAT	S137	Hall Deposit Return
01/11/24	K Garner - 1st Class Stamps	23402	13.20	13.20									
01/11/24	J Murcott Hall Cleaning	23401	225.00							225.00			
04/11/24	C Turner - Poppy Wreath	23404	24.00		24.00								
04/11/24	Auto Innovations - Signs	23403	78.00		65.00						13.00		
13/11/24	K Garner - Microsoft365 Renewal	23410	59.99	59.99									
14/11/24	West Suffolk (Bins) Allotments	DD	36.71			36.71							
14/11/24	West Suffolk (Bins) Memorial Hall	DD	55.17							55.17			
14/11/24	West Suffolk (Bins) Cemetery	DD	82.76			82.76							
19/11/24	Auto Innovations - Signs	23408	28.80		28.80								
19/11/24	Auto Innovations - Signs	23406	67.20		51.20						16.00		
19/11/24	K Garner - Wages and Stationery	23413	797.75	797.75									
19/11/24	Suffolk Cloud	23405	120.00	120.00									
19/11/24	A. Williamott Welcome Wed Exp	23409	135.05		135.05								
19/11/24	A Williamott - Memorial Tree	23412	85.55		85.55								
22/11/24	Mortimer Contracts Ltd	23411	2622.00		2185.00						437.00		
22/11/24	S. Letten - Speedwatch	23414	35.80		35.80								
25/11/24	British Gas (Electric)	DD	410.00							341.67	68.33		
25/11/24	Chubb F&S	DD	31.08								25.90	5.18	
26/11/24	T. Gittins - Xmas Tree	23407	20.00		20.00								
26/11/24	J Munro Landscaping	23415	280.00					280.00					
29/11/24	M J Maynard	23417	235.20						196.00		39.20		
29/11/24	R Harman - Vinyl Deposit	23416	550.00						458.34		91.66		
	Total for November 2024		5993.26	990.94	2630.40	119.47	0.00	280.00	654.34	621.84	691.09	5.18	0.00
	Total Costs b/fwd		33735.65	7595.95	1520.00	711.99	2542.39	3464.72	1579.00	3410.80	1221.34	0.00	153.00
	Total Cost c/fwd		39728.91	8586.89	4150.40	831.46	2542.39	3744.72	2233.34	4032.64	1912.43	5.18	153.00

BANK ACCOUNT RECEIPTS To 30th November 2024

Date	Source	Amount	Admin.	Cemetery	Allotments	Other	Hall	Hall Other	VAT
11/11/24	WSC Warm Wednesday Grant	1,400.00	1,400.00						
13/11/24	Hall Hire - PreSchool Deposit	25.00					25.00		
13/11/24	Hall Hire - PreSchool	19.00					19.00		
14/11/24	Hall Hire (Ellis)	88.00					88.00		
17/11/24	Hall Hire - Pre-School	25.00					25.00		
17/11/24	Electric - Pre-School	131.57						131.57	
18/11/24	Hall Hire - Pre-School	250.00					250.00		
19/11/24	Marshall Memorial Tree	85.55				85.55			
21/11/24	Willemsen Memorial	150.00		150.00					
25/11/24	Hall Hire - Yoga	75.00					75.00		
25/11/24	Hall Hire - Yoga	75.00					75.00		
26/11/24	Cash - Hall Heating Meters	261.00						261.00	
27/11/24	Hall Hire - GeorgeSavageTrust	22.00					22.00		
27/11/24	Hall Hire/Deposit- Wreath Making	35.00					35.00		
29/11/24	Hall Hire - Gainsborough	130.00					130.00		
29/11/24	Cash - Poop Bag Donations	12.17				12.17			

Duplicated Payment

Cavendish Flowers

Total for 1 months to 30/11/24	2,784.29	1,400.00	150.00	0.00	97.72	744.00	392.57	0.00
Total b/wd	101,611.38							
Total c/wd	104,395.67							
Less Expenses	39,728.91							
Net	64,666.76							

Earmarked Funds as at 30/11/24

Cavendish Flowers	647.13
War Memorial	3,000.00
Memorial Hall (Incl Winter Warmer Grant)	8,500.00
Traffic Management	6,030.00
Total earmarked funds	18,177.13
Reserve	46,489.63
Total	64,666.76

Bank account 30/11/24

Current	55058.09
Savings	9608.67

Total	64,666.76
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M. Mulhady 18/1/25



BANK ACCOUNT PAYMENTS To 31st December 2024

Date	TO WHOM	Cheque No./DD	Amount	Category									
				ADMIN	MISC Other	Cemetery/ Allotments	Street Clean/M aint.	Grass/ Trees	Hall Maint.	Hall Services	VAT	S137	Hall Deposit Return
03/12/24	K Garner -Phone Contract/lnk	23421	82.69	79.11							3.58		
05/12/24	J Murcott Hall Cleaning	23418	226.58							226.58			
10/12/24	Hall Deposit Return (Ellis)	23423	25.00										25.00
11/12/24	S Letten - Speedwatch	23425	26.40	26.40									
11/12/24	Glasdon UK - Bin Bags/Dog Bags	23420	145.26	121.05							24.21		
13/12/24	Donation - Air Cadets	23422	50.00		50								
13/12/24	PKF Audit Fee *	23424	426.00	355.00							71.00		
16/12/24	West Suffolk (Bins) Allotments	DD	36.71			36.71							
16/12/24	West Suffolk (Bins) Memorial Hall	DD	55.17							55.17			
16/12/24	West Suffolk (Bins) Cemetery	DD	82.76			82.76							
17/12/24	Donation - CAB	23419	50.00		50.00								
20/12/24	K Garner - Clerk Wages	23426	592.27	592.27									
27/12/24	British Gas - Electric	DD	324.07							270.06	54.01		
30/12/24	Chubb F&S	DD	31.08							25.90	5.18		
Total for December 2024			2153.99	1173.83	100.00	119.47	0.00	0.00	0.00	577.71	157.98	0.00	25.00
Total Costs b/fwd			39728.91	7595.95	1520.00	711.99	2542.39	3464.72	1579.00	3410.80	1221.34	0.00	153.00
Total Cost c/fwd			41882.90	8769.78	1620.00	831.46	2542.39	3464.72	1579.00	3988.51	1379.32	0.00	178.00

* Previous cheque (23391) not received/cashed

BANK ACCOUNT RECEIPTS To 31st December 2024

Date	Source	Amount	Admin.	Cemetery	Allotments	Other	Hall	Hall Other	VAT
01/12/24	Hall Hire - Craft Market	44.00					44.00		
02/12/24	Cemetery Plot Purchase	150.00		150.00					
06/12/24	Hall Hire - Tea Dance	22.00					22.00		
06/12/24	Hall Hire - Ladies Badminton	91.00					91.00		
09/12/24	Hall Hire - Yoga	25.00					25.00		
09/12/24	Clare Priory - Warm Wed Donation	250.00	250.00						
13/12/24	Hall Hire - Stour Astronomical Soci	63.00					63.00		
16/12/24	Cemetery Plot Purchase	150.00		150.00					
16/12/24	Hall Hire - Pre-School	250.00					250.00		
19/12/24	Cemetery - Re: Salmon	300.00		300.00					
20/12/24	Pre-School Electric	336.56						336.56	

Total for 1 months to 31/12/24	1,681.56	250.00	600.00	0.00	0.00	495.00	336.56	0.00
Total b/wd	104,395.67							
Total c/wd	106,077.23							
Less Expenses	41,882.90							
Net	64,194.33							

Earmarked Funds as at 31/12/24

Cavendish Flowers	634.96
War Memorial	3,000.00
Memorial Hall (Incl Winter Warmer Grant)	8,750.00
Traffic Management	6,030.00
Total earmarked funds	18,414.96
Reserve	45,779.37
Total	64,194.33

Bank account 31/12/24

Current	54585.66
Savings	9608.67

Total	64,194.33
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M. Mulhady 19/1/25



13 Church Road
Wickham St Pauls
Halstead
Essex
CO9 2PL

01787 269711
07902 216069

Dear Cavendish Parish Council

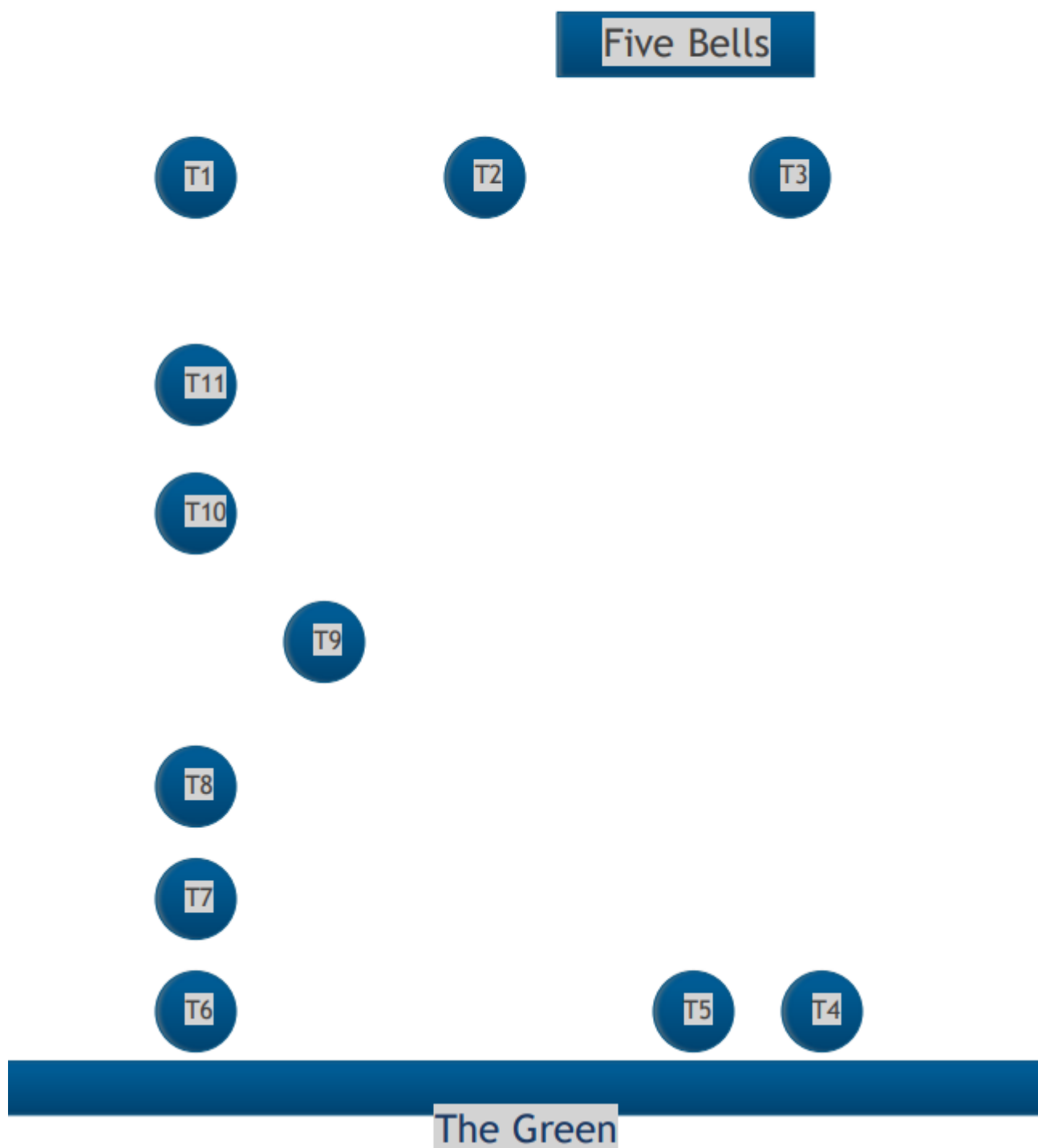
18th November 2024

Tree Survey – Cavendish Village Green

Location	Species and Observations	Recommended Work
T1	Sorbus- Severe dieback to at least 50%	Complete removal
T2	Acer- Branches growing into neighbouring Oak tree and over pathway	Reduction of lowest lateral branches
T3	Oak – Significant dead wood	Removal of dead wood
T4	Beech – Branches growing over road	Reduction of selective branches to remove growth over the road
T5	Acer	No work necessary
T6	Sweet Chestnut	No work necessary
T7	Lime	No work necessary
T8	Sorbus	No work necessary
T9	Lime	No work necessary
T10	Beech	No work necessary
T11	Lime	No work necessary

CAVENDISH VILLAGE GREEN

TREE MAP





13 Church Road
Wickham St Paul's
Halstead
Essex
CO9 2PL

01787 269711
07902 216069

QUOTE

Dear Mrs. Garner

18th November 2024

Please find below a quote for recommended tree works at Cavendish village Green:

For the complete removal to ground level of 1 Sorbus

For the reduction of lowest lateral branches on 1 Acer to reduce branches away from neighbouring Oak and pathway

For the removal of dead wood on 1 Oak tree

For the removal of selective branches on 1 Beech to reduce branches away from the road

Work will include the removal of all cuttings from site

Total Price £720



13 Church Road
 Wickham St Pauls
 Halstead
 Essex
 CO9 2PL

01787 269711
 07902 216069

Dear Cavendish Parish Council

16th December 2024

Tree Survey – Cavendish cemetery

Location	Species and Observations	Recommended Work
T1	Holly – excessive overhang	Remove excessive growth
T2	Acer – Excessive overhang	Remove excessive growth
T3	Acer – Excessive overhang	Remove excessive growth
T4	Poplar	No work necessary at this time
T5	Acer - Overhang	Remove excessive growth
T6	Beech - Overhang	Remove excessive growth
T7	Beech – Overhang	Remove excessive growth
T8	Hawthorn – Excessive overhang	Reduced overhanging branches
T9	Beech - Overhang	Remove excessive growth
T10	Beech - Overhang	Remove excessive growth
T11	Beech	Lifting of the crown
T12	Sequoia	No work necessary at this time
T13 – T20		No work necessary at this time
T21	Conifer – dead branch	Removal of dead branch
T22	Young trees on right hand boundary	No work necessary at this time

CAVENDISH VILLAGE CEMETERY



TREE MAP

ENTRANCE



T22



T1



T2



T3



T21



T4



T5



T20



T6



T19



T18



T7



T17



T16



T8



T15



T14



T13



T9



T12



T11



T10



13 Church Road
Wickham St Paul's
Halstead
Essex
CO9 2PL

01787 269711
07902 216069

QUOTE

Dear Cavendish Parish Council,

18th December 2024

Please find below a quote for tree works in Cavendish Cemetery as requested:

For the tree works as set out in tree survey:

Reduced excessive growth on:

1 x Holly (T1)

1 x Acer (T2)

4 x Beech (T6, T7, T9, T10)

Reduced overhanging branches on 1 Hawthorn (T8)

Lift the crown in 1 Beech (T11)

Removal of dead branch of 1 Conifer (T21)

Work will include the removal of all cuttings from site

Total Price £800

Kind regards

Daniel