



AGENDA FOR A MEETING OF HELMINGHAM PARISH COUNCIL TO BE HELD AT ST MARY'S CHURCH FRIDAY 4th SEPTEMBER 2026 at 6.30pm

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Members of the public are welcome at this meeting – see item 3 on agenda

1. Apologies for Absence

- 2. Declaration of Interests.** *To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

3. To consider Applications for Dispensation on Declarations of Interest as Received:

- Councillor Lesley Clark (LC) – for agenda items relating to the Helmingham Estate generally in regard to Planning Applications, Appeals and any other business related to the property
- Councillor Joshua Ward (JW) – matters relating to the setting of Budget & Precept for Helmingham Parish Council & for agenda items relating to the Helmingham Estate generally in regard to Planning Applications, Appeals and any other business related to the property

for a period of “until the next election within the Parish, or a maximum of four years”

- 4. Public Forum** *At the discretion of the Chairman, members of the public are invited to ask questions or make comments/representations about issues on this agenda, or to request items be put forward for consideration at future meeting. This item will be restricted to no more than 5 minutes per contribution. Members of the public are welcome to stay for the duration of meeting (with the exception of confidential matters) but may not contribute within the Parish Council meeting itself unless specifically invited to by the Chairman.*

5. To receive District Councillor's Report – District Councillor Nick Hardingham

6. To receive County Councillor's Report – County Councillor Matthew Hicks

- 7. Minutes of previous meeting.** *To resolve that the minutes of the Parish Council Meeting held on Wednesday 22nd July 2026 be signed as a correct record.*

8. Matters arising and Action Points from July Minutes

9. Planning:

- a. *To consider any planning applications which have been submitted since the last meeting:*
 - i) *DC/26/02159 Proposal: Full Planning Application - Change of use from residential dwelling to storage use: Rectory Cottage, 173 Ipswich Road, IP14 6EQ*
- b. *To consider any planning applications that have been submitted since agenda published.*
- c. *Updates and outcomes on previous planning application:*
 - i) *DC/26/02635 - Application for a Listed Building Consent - Removal of felt, insulation and timber deck (where required) to 3 flat roof sections to the school, installation of new insulation and built up felt system. Helmingham Primary School, School Road IP14 6EX - Granted*

10. Parish Council Activities & Projects

- a. *To consider co-option to fill vacancies on Council*
- b. *Re-adoption of Councillor Code of Conduct*
- c. *Possible uses of CIL money*
- d. *Pride in Your Place – projects to consider applying for*
- e. *To consider the adequacy of the Parish Council Insurance Policy in order to renew cover*
- f. *To consider whether to upgrade the Parish Council website*

11. Finance

- a. *To review the Financial Statement for the month*
- b. *To consider applications for funding:*
 - i) *St Mary's Church, Helmingham – contribution towards churchyard maintenance*
 - ii) *Ormiston Families*
- c. *To accept NJC recommended pay settlement, including backdating pay claim to 1st April 2026*
- d. *To agree payments as detailed on Payment Schedule*

12. Urgent Matters to be brought to the attention of the Council

*Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to **raise items for future agendas**. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making*