



HELMINGHAM PARISH COUNCIL

All Councillors are reminded of their obligations under the Code of Conduct Regulations.

Minutes of the Meeting held on Wednesday 22nd July 2026 at St Mary's Church, Helmingham

Attendance Lesley Clark (LC) (Chair) Nick Hardingham (NH) Teresa Davis (TD)
 Parish & District Councillor
 Sarah Clare (Clerk) Matthew Hicks (MH)
 County Councillor

Public present at the meeting: 1

FPC 26-05-01 Apologies for Absence

David Penny (DP) had sent his apologies due to work commitments. The Council accepted.

FPC 26-05-02 Declaration of Interests

LC declared interest in HPC 26-05-06) b) i) being an employee of the Helmingham Estate

FPC 26-05-03 Public Forum

MH and NH both gave brief summaries of their monthly reports.

FPC 26-05-04 Minutes of previous meeting

The Minutes of the meeting held on Friday 12th June 2026 as a true and accurate record, were proposed by TD, seconded by NH and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

FPC 26-05-05 Matters Arising and Action Points from June minutes

1. Speak to residents in the cottages on Ipswich Road about potential solutions to access bus stop safely. ONGOING
2. Ask SCC Highways for costings to put in roundels and village gates. To be discussed later in meeting.
3. Submit responses to Planning Department at District Council as agreed. DISCHARGED
4. To distribute payments as detailed on the June 2026 Payment Schedule. DISCHARGED

FPC 26-05-06 Planning

a) To consider planning applications that had been submitted since the last meeting:

- 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

Councillors had all studied the application in advance of the meeting. After discussion it was decided to **SUPPORT** the application with the following comments:

LC proposed, NH seconded, all voted in favour and **IT WAS SO RESOLVED**.

Signed (Chair) Signed (Clerk)

b) To consider any planning applications which have been submitted since agenda published:

- i.) DC/26/02159 – Full Planning Application – Change of use from residential dwelling to storage use. Rectory Cottage, 173 Ipswich Road, IP14 6EQ

Due to LC's declared interest the Council became inquorate for this item and so were unable to consider a response. The Clerk will ask whether an extension for comment can be granted, to allow this application to be properly considered at the next scheduled meeting in September. If this is not permitted then another additional meeting will be called.

c) Updates and outcomes on previous planning applications: None

FPC 26-05-07 Parish Council Activities & Projects

- a) To consider co-option to Council – Parishioner Joshua Ward (JW) indicated that he was willing to be considered for co-option to the Council. LC proposed that he be accepted for co-option, NH seconded, all voted in favour and **IT WAS SO RESOLVED**.

The Clerk asked JW to sign the declarations of eligibility and acceptance and will arrange for the other papers relating to completing the Register of Interests, requesting dispensations and consent to receive email summons to be sent across. The Clerk will also look into training options for New Councillors

b) Highways

- i.) Village Gates – to consider whether to apply for a street furniture licence – In order to install gates a licence would need to be obtained at a cost of £180 + VAT. The licence can cover multiple locations within the parish. The gates themselves will cost in the region of £500 + VAT each and would there would then be installation costs. After discussion agreed this project would be too costly. TD suggested that planters could be used instead and offered to bring information about a similar scheme in another village to a future meeting.

- ii.) Roundels – to consider whether to commission a speed survey – The Clerk had been advised that before the painting of roundels could be considered a speed survey would need to be commissioned at a cost of approximately £450 + VAT for seven days. If the survey evidenced that entry mean speeds to the 30mph zone were over 34mph then a scheme of work could be drawn up, but this would then need to be funded. After discussion it was agreed not to pursue this further until more detail had been worked out in respect of the Framdsen speed limit proposal.

- iii.) Update on Framdsen speed limit proposal - Following submission of the agreed proposal, initial feedback from Suffolk Highways had been that for the main part there was not a strong enough case, when assessed against national criteria, as the collision data and the fact that it is predominantly open countryside do not support the request.

If Framdsen Parish Council wishes to proceed with the full proposal then there would need to be a number of speed data surveys carried out, costing around £2K + VAT. Although MH had offered to support the proposal with £1K from his Highways Budget, this was only on the basis of a high likelihood of success, but at present SCC Highways feel that this is unlikely.

MH will be meeting on site next week with the local Highways Officer to further review the proposal. Currently it seems that a 40 mph limit on the stretch of road coming into Framdsen up the hill from the Baptist Church is the only element likely to receive support from Highways. LC commented that the Otley junction is the highest risk section in Helmingham and this is only likely to become more dangerous with the increased traffic relating to the Guildenacre site. Currently the 30mph zone starts just before the front gates of the hall and it would be best to move this to the back gates instead. MH agreed to raise this with the Highways Officer during their onsite meeting.

FPC 26-05-08 Finance

- a) To review the Financial Statement for the month, as supplied by the Clerk - The Clerk had previously circulated the Financial Statement for July. There were no queries. LC proposed acceptance, TD seconded and **IT WAS SO RESOLVED**. The Chair signed the corresponding Bank Statements to confirm the figures.

Signed (Chair) Signed (Clerk)

- b) To agree payments as detailed on Payment Schedule - LC proposed authorisation, NH seconded and **IT WAS SO RESOLVED**. The Clerk will set up payments accordingly for LC or NH to authorise.

FPC 26-05-09 - Matters of urgency to be brought to the attention of the Council

- a) NH highlighted that there is support available for those on low incomes who use oil to heat their homes, but it is difficult to identify who these may be. LC will find out from the Helmingham Estate who in the parish are using heating oil as a starting point to working out who may need to be directed towards this additional support.
- b) Items for next agenda:
- Re-adoption of Councillor Code of Conduct & further policy reviews.
 - CIL money – possible uses (Heritage signposts/Noticeboards)
 - Pride in Your Place – possible projects to apply for.

Items for the September Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 7th September 2026 at the latest, with any accompanying paperwork ready to be circulated with the agenda upon publication.

There being no further business requiring the attention of the Parish Council, the meeting was closed at 7.25pm. The next Parish Council meeting is set for **Friday 18th September 2026** at 6.30pm, in St Mary's Church, Helmingham

Signed (Chair) Signed (Clerk)