

finger post. LC confirmed the location was the grassy triangle on the road leading to Gosbeck. MHi will look at sourcing a heritage finger post for this location and keep the Council updated.

£564K in funding has been secured for a feasibility study into bus franchising across the county. The Department of Transport will be completing the study through a process of consultation and desktop exercises. Details of how and when this study will take place will be confirmed, but all parishes across the county are encouraged to engage fully, to get the best result for their residents.

HPC 26-06-07 Minutes of previous meeting

The Minutes of the meeting held on Wednesday 22nd July 2026 as a true and accurate record, were proposed by LC, seconded by TD and **WERE SO RESOLVED**. The Minutes were signed by the Chair and the Clerk.

HPC 26-06-08 Matters Arising and Action Points from July minutes

1. Speak to residents in the cottages on Ipswich Road about potential solutions to access bus stop safely. ONGOING
2. Submit responses to Planning Department at District Council as agreed. DISCHARGED
3. Request extension for comment on Rectory Cottage planning application. DISCHARGED
4. Organise Register of Interests, Dispensation Forms & Training for new Councillor. DISCHARGED
5. Bring info on planters in place of Village Gates to future meeting. ONGOING
6. To distribute payments as detailed on the July 2026 Payment Schedule. DISCHARGED
7. Advise NH of who in parish are using oil to heat their homes. ONGOING

HPC 26-06-09 Planning

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

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

Councillors had all studied the application in advance of the meeting. After discussion it was decided to submit the following comment on the application:

The Parish Council is concerned about the potential loss of housing stock, at a time when housing is in short supply. It would prefer that all attempts are made to bring the property back into use as a residential dwelling.

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

b) To consider any planning applications which have been submitted since agenda published: None

c) Updates and outcomes on previous planning applications:

- 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

HPC 26-06-10 Parish Council Activities & Projects

- a) To consider co-option to Council – Nobody came forward for co-option. The Clerk confirmed that the website states that there are two vacancies, with an explanation that if sufficient volunteers were to come forward then the District Councillors would stand down to allow local people to take the positions.
- b) Re-adoption of Councillor Code of Conduct - LC proposed re-adoption, TD seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will publish accordingly on the village website.

Signed (Chair) Signed (Clerk)

- c) Possible uses of CIL money – The Parish Council currently has a balance of £1609.48 of CIL monies that was received in April 2024. It was agreed that the current three projects that this money could be potentially used for are:

Heritage finger post

Path at bottom of Gosbeck Road to rear of cottages to enable safe access to the bus stop

Planters to be used in place of Roadside Gates

- d) Pride in Your Place – projects to consider applying for – The same projects as above were also felt to be something that a Pride in Your Place grant could be applied for. At present the three projects are still in their infancy and so no action can be taken yet.
- e) To consider the adequacy of the Parish Council Insurance Policy in order to renew cover - The Clerk had circulated the policy due for renewal for Councillors to consider. LC proposed that the cover as stated is fit for purpose and the renewal should be completed, TD seconded, all voted in favour and **IT WAS SO RESOLVED**.
- f) To consider whether to upgrade the Parish Council website – A new template for the website had been released, it would cost £300 to migrate the website to the new template, although for a limited time there is an offer of £150. After discussion LC proposed that as the merge between Helmingham and Framsdén has been nominally agreed it would not be good use of funds to upgrade the current website, DP seconded, all voted in favour and **IT WAS SO RESOLVED**.

HPC 26-06-11 Finance

- a) To review the Financial Statement for the month, as supplied by the Clerk - The Clerk had previously circulated the Financial Statement for September. 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.
- b) To consider applications for funding:
- i.) St Mary's Church, Helmingham – contribution towards churchyard maintenance - Councillors noted that the churchyard was well maintained, offered good habitats for wildlife and it would be beneficial to the parish in general to help with the upkeep. DP proposed providing a contribution of £500, TD seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will advise the outcome and funds will be released at the December meeting to allow it to be correctly listed on the payment schedule.
- ii.) Ormiston Families – It was noted that money could be donated to charitable causes under Section 137, but it must be demonstrated that there is direct benefit to the residents of the parish. It was unclear how the work of Ormiston Families impacted the Helmingham parish so the Clerk will seek extra information and potentially this request could then be reconsidered at a future meeting.
- c) To accept NJC recommended pay settlement, including backdating pay claim to 1st April 2026 – The Clerk had circulated the document prior to the meeting for Councillors to consider. LC proposed acceptance of the full terms, DP seconded, all voted in favour and **IT WAS SO RESOLVED**. The Clerk will advise SALC payroll.
- d) To agree payments as detailed on Payment Schedule - LC proposed authorisation, DP seconded and **IT WAS SO RESOLVED**. The Clerk will set up payments accordingly for LC or NH to authorise.

HPC 26-06-12 - Matters of urgency to be brought to the attention of the Council

- a) It was noted that the Clerk had received informal confirmation that the merge between Helmingham and Framsdén has been accepted. The reorganisation order will be going to the District Council in October.
- b) Items for next agenda:
- Budget & Precept
 - Meeting Dates for 2027-2028

Signed (Chair) Signed (Clerk)

Items for the December Agenda – please notify the Clerk of any further items for the agenda as soon as possible and by Monday 7th December 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 7.20pm. The next Parish Council meeting is set for **Friday 18th December 2026** at 6.30pm, in St Mary’s Church, Helmingham

DRAFT

Signed (Chair) Signed (Clerk)