

# WENHASTON WITH MELLS HAMLET PARISH COUNCIL

---

Clerk Richard Day

[clerk@wenhastonmells-pc.gov.uk](mailto:clerk@wenhastonmells-pc.gov.uk)

Minutes of the meeting of the Parish Council held on 21/1/26 at 7.30pm in the Village Hall.

Present; Cllr. S Mann, Cllr. K Canham, Cllr. G Leech, Cllr. T Cushion, Cllr. D Stammers. Cllr. C Way, County Cllr. Smith, District Cllr. Wakeling and Clerk Richard Day.

1. In the absence of Chair and Vice Chair, Cllr. Mann was unanimously supported as temporary Chair for the meeting. Chair then welcomed all to the meeting. Apologies received and accepted from District Cllr. Keys- Holloway and Cllrs. Musk, Townsend, Wilkinson, Cooke and Desborough,
2. There were no declarations of interest.
3. There were no requests for dispensation to vote.
4. The minutes of the meeting held on 17/12//25 were proposed for acceptance by Cllr. Cushion seconded by Cllr. Leech and unanimously approved.
5. CLERK REPORT.

The Village Hall Management Committee informed the PC that in order to avoid a significant price increase for the kitchen project, the order had been placed. They will not require financial assistance from the PC and the meeting held on 6/1/26 for interested parties provided full details of the final proposal and detail of the order placed. I have been advised that the general view of the plans was positive. Councillors expressed thanks for the efforts of the VHMC for their work on this project and look forward to completion of the upgrade to the facilities available at the Hall.

The schedule of meetings has been booked for 2026 and July's meeting will be held on Tuesday 7th. All other meeting dates are scheduled for the third Wednesday as usual.

I shall attend a Parish forum to be held on 9/2/26 by East Suffolk Planning and provide detail following the meeting.

I have not received a reply despite 3 emails to Highways Dept concerning a site meeting to review the cause of flooding on Blyford Lane.

Risk management review undertaken and a summary will be provided to Councillors prior to the next meeting for review and approval.

Cllrs were advised of the recent passing of John Levy, Parishioner and supporter of many village projects over many years and expressed their condolences to the family. A PC representative will attend the funeral service.

6. None.

*A Musk*  
*18/2/26*

7. A copy of County Cllr. Smith's report is available from the Clerk.
8. A copy of the report from District Cllrs. Is available from the Clerk.
9. (i) Clerk was requested to obtain costings for bench seats based upon eco-design for the possible memorial discussed at the previous meeting and a replacement for an existing seat which is beyond economic repair. Carry forward to next meeting. (ii) Clerk had circulated a draft policy in respect of Bio- Diversity planning. This had been compiled for Councillors consideration following guidance provided by SALC and would meet all obligations required by current legislation. In addition, it will provide scope to involve local groups to contribute ideas and initiatives for possible future support by the PC. The PC will actively encourage this where possible. Cllr. Stammers proposed adoption of the policy, Cllr. Canham seconded and all voted in agreement. Clerk will advise Wilder Wenhaston Group of this development as the suggestion emanated from this source. (iii) A draft policy re Article 10 2025 Practitioner's Guide had been circulated pre meeting by the Clerk for consideration and debate. Cllr. Mann proposed adoption, Cllr. Canham seconded and all voted in favour of the proposal.
10. PLANNING. (i) DC/25/4650/FUL demolition of existing double garage and construction of a new two bedroom bungalow in part of the garden of Oak Cottage, Blackheath Rd. Wenhaston. Cllrs. Unanimously supported this application which had been submitted to replace a previously approved application which is due for expiry of approval on time elapsed grounds. (ii) No further correspondence.
11. A draft donations policy had been provided to Cllrs. prior to the meeting, the purpose of which will be to improve budgetary control and equality of opportunity for applicants throughout the year. It also formalises the application process and would apply to all new requests. The proposal for acceptance was made by Cllr. Stammers, seconded by Cllr Mann and unanimously agreed. Clerk will publish on website following adoption.
12. No reports from PC representatives on external committees.
13. CORRESPONDENCE. Two items of correspondence received in respect of the Village Hall kitchen upgrade commenting on the procurement process. I referred the correspondents to the planned meeting arranged by the VHMC. No subsequent correspondence received regarding the matter.
14. RFO REPORT. Balance at bank has been reconciled to spreadsheet records and is available for monthly member audit. Funds held total £48597.48 prior to authorisation of payments totalling £1853.29 this month. Report proposed for acceptance BY Cllr. Canham, seconded by Cllr. Leech and unanimously agreed.
15. Meeting Closed at 8.05 pm. Date of next meeting 18/2/26

A must  
18/2/26 .

# WENHASTON with MELLIS PARISH COUNCIL .

## SCHEDULE OF PAYMENTS FOR AUTHORITY 21/1/26 .

RICHARD DAY	£371.22
IT SERVICES AT CAS LTD	£54.00
ELAINE DAY	£663.92
WENHASTON VILLAGE HALL	£87.00
HMRC	£677.15
TOTAL	£1853.29

A must  
18/2/26 .