DALHAM and DUNSTALL GREEN PARISH COUNCIL

Minutes of the Parish Meeting of the Parish Council held on Wednesday 09th September 2026

Councillors present: John Riddell (Chair), Mark Corby, James Methven, Ian Petchey and Francine Wilkins-Smith.
Also present: Antonia King (clerk).

1. **Chair's welcome and opening statement –** The Chair opened the meeting at 7.45pm

2. **To receive Apologies of Absence** – Cllr Ward gave her apologies, these were duly accepted by all.

3. **To receive Declarations of Pecuniary and local Non-Pecuniary Interests** – None received.

4. **To receive comment from the members of the public present –** No members of the public were present.
   a) On the agenda under discussion –None received.
   b) Matters regarding Dalham in general – None received.

5. **To receive and approve the minutes of the last meeting held on 08/07/2026 -**
   a) Approval was given by all present, the Chair signed the paper copy of the minutes for the meetings held on these dates.

6. **Reports for information –**
   a) District Councillor, Mike Chester was present. For a copy of his report go to: Parish-Council-report-July-2026.pdf
   b) County Councillor, Beccy Hopfensperger was present, and covered LGR review.

7. **Police Matters –**
   - To receive reports of interest to Dalham – Reports of a break in at Moat Farm.
   - To receive any reports from the community police team – None received.

8. **Matters arising from Minutes of the last meeting that are not an agenda item -**
   - To note the Local Plan consultation comments request to residents was circulated via the village email -duly noted.

9. **To receive and consider all financial matters:**
   a) To approve items for payment – future and retrospective:
   It was resolved that the following payments would be approved:
   - Clerk salary - £288.70 for September
   - Clerk salary - £288.70 for October
   - Francine Wilkins Smith - £129.54 for bulbs
   - Lloyds Bank monthly account charges - £4.25 x 2
   - ICO - £47.00 for Data Protection
   - Village Hall donation - £300.00 donation
   - Dalham Churchwarden - £500.00 donation
   - Printer toner (50% shared with Barrow PC) - £tbc

   b) To note the accounts paid since the last meeting: All accounts paid had been previously authorised with the approval minute noted.
   c) To note receipt of the monies from Cllr Chester for the bench at the church: Duly noted.
   d) To note the ICO annual fee has been paid via direct debit: Duly noted.
   e) To consider and receive the Bank Reconciliations for period ending 31.07.26 and 31.08.26: Cllr Corby verified and signed the bank reconciliations against the bank statements.

DALHAM PARISH COUNCIL
BANK RECONCILIATION AS AT 31 July 2026

Treasurers Account

Payments made 01/07/26 – 31/07/26:

20.07.26	Lloyds	Charges	£4.25	395/9a
28.07.26	Mrs A King	Salary	£279.50	395/9a
28.07.26	K Hutchinson	Verges	£792.00	395/9a

July total payments	**£1,075.75**	

Receipts received 01/07/26 – 31/07/26:

16.07.26			848.19	
July total receipts			**£848.19**	

Instant Savers Account

Receipts received 01/07/26 – 31/07/26:

09.07.26	Lloyds	Interest	£1.91	
July total receipts			**£1.91**	

Bank Reconciliation at 31/07/26:

	Treasurers Account	Instant Savers Account
Balance of accounts c/f:	**£7,542.05**	**£4,653.86**
Payments in	£848.19	£1.91
Payments out	£1,075.75	£0.00
Current balance:	**£7,314.49**	**£4,655.77**

So signed by the Chair at the meeting on November 11th 2026

DALHAM PARISH COUNCIL
BANK RECONCILIATION AS AT 31 August 2026

Treasurers Account

Payments made 01/08/26 – 30/08/26:

18.08.26	Lloyds Bank	Charges	£4.25	395/9a
28.08.26	Mrs A King	Salary	£279.50	395/9a
11.08.26	Mrs A King	Fence posts and spikes	£112.62	398/10f

August total payments	**£396.37**	

Receipts received 01/08/26 – 31/08/26:

August total receipts			**£0.00**	

Instant Savers Account

Receipts received 01/08/26 – 31/08/26:

10.08.26	Lloyds	Interest	£2.04	
August total receipts			**£2.04**	

Bank Reconciliation at 30/08/26:

	Treasurers Account	Instant Savers Account
Balance of accounts c/f:	**£7,314.49**	**£4,655.77**
Payments in	£0.00	£2.04
Payments out	£396.37	£0.00
Current balance:	**£6,918.12**	**£4,657.81**

So signed by the Chair at the meeting on November 11th 2026

f) To approve and sign the checklist of Internal Controls checklist, report and statement: Cllr Corby as Internal Control Officer signed the internal control checklist.

g) To consider the quotes submitted for the annual insurance and authorise the provider for Oct 26-Sept 27: 3 quotes were sort, 2 insurance companies replied stating they could not provide a comparatively competitive quote to match Zurich. It was resolved that the council would continue with Zurich for the upcoming year.

h) To approve the annual donations to the village: Payments of £300 to the village hall and £500 to the Churchwarden.

i) To note the 2026-2027 pay settlement that has been agreed and approve the change to the clerks salary: Duly noted and approved.

10. To receive and consider matters relating to the following:

a) To consider any nominations for co-option onto the parish council to fill 1 casual vacancy – none received. Consideration was given to who could be approached within the village**.**

b) To receive an update from Cllr Corby/Methven regarding CSW: Cllr Corby confirmed that Cllr Methven had taken over the lead role for the team. Cllr Methven reported the results for July:

Session Date	Location Name	Vehicles	First Letter	Second Letter	Total Letters	Further Action	NFA	Hours	Sessions	Site Used	Team Active
01/07/2026	Dalham, The Street	4	4	0	4	0	0	2	1	1	1
02/07/2026	Dalham, The Street	2	0	1	1	0	1	1.25	1	0	0
09/07/2026	Dalham, The Street	2	2	0	2	0	0	1.25	1	0	0
23/07/2026	Dalham, The Street	5	4	1	5	0	0	1.25	1	0	0
Dalham Total		**13**	**10**	**2**	**12**	**0**	**1**	**5.75**	**4**	**1**	**1**

Results for the YTD have recorded 68 cars exceeding 35mph resulting in 42 letters being sent to first time offender and 5 to second time offenders.

The VAS machine at Sounds Ground has recorded 35.6k cars travelling through the village, of which 37% were exceeding 35mph.

- **Overhanging branch, Old Manor:** Request was made to cut back the overhanging branch beside the Old Manor as it currently only allows for speeds to be recorded one way. The clerk is to write to the homeowner, Cllr Riddell will hand deliver it and report back at the November meeting.
- **2nd location for CSW:** Assuming the branch can be removed (see above), Old Manor was considered an ideal location for the team.
- **Request for volunteers:** Currently there are 7 members on the team. More volunteers spreads the load and allows for more surveys to be undertaken. As yet requests on social media have not attracted anyone. A further request will be put in the next newsletter. The clerk will also create a Speeding section on the website which will also contain information for potential volunteers.

c) To note the footpath posts are now with Cllr Wilkins-Smith and to determine when they are to be installed: A request for volunteers will be included in the next newsletter, with installation of the posts planned for October.

d) 'Forest City' – to receive a report from Cllr Riddell concerning the public meeting held by Nick Timothy MP for local residents at Moulton Village Hall on July 10th 2026: Cllr Riddell reported that whilst Forest City is not part of the government's 7 'new towns' plans, opposers should remain vigilant and lodge their opposition.

e) To receive a report from Cllr Wilkins Smith regarding the public meeting held in Higham on Sept 7th concerning the land put forward for development: Report can be found using this link: 260907-Higham-Public-Meeting.pdf

The knock on effect of the traffic using the local villages as cut throughs will impact Dalham significantly. Residents are encouraged to write individual letters to the Councillors who are part of the selection process and WSC planning department. All details can be found by joining the Save Higham email group at : https://groups.google.com/gsave-higham/ or by joining the Save Higham Facebook group.

Councillor	Ward	Email
Andrew Smith	Bardwell	andrew.smith@westsuffolk.gov.uk
Carol Bull	Barningham	carol.bull@westsuffolk.gov.uk
Jim Thorndyke	Stanton	jim.thorndyke@westsuffolk.gov.uk
Susan Glossop	Risby	susan.glossop@westsuffolk.gov.uk
Andy Neal	Mildenhall Queensway	andy.neal@westsuffolk.gov.uk
Frank Stennett	St Olaves	frank.stennett@westsuffolk.gov.uk
Phil Wittam	Brandon East	phil.wittam@westsuffolk.gov.uk
David Smith	Haverhill South	david.smith@westsuffolk.gov.uk
Jon London	Exning	jon.london@westsuffolk.gov.uk
Kevin Yarrow	Newmarket West	kevin.yarrow@westsuffolk.gov.uk
Richard O'Driscoll	Minden	richard.odriscoll@westsuffolk.gov.uk

DC Chester also advised that it would be wise to include Marie Smith as Head of Planning in the emails: marie.smith@westsuffolk.gov.uk

f) **To receive an update regarding the waste bins on Church Lane following an email sent by the clerk to the waste management department:** No further reports of missed collections.

g) **To reconsider the option of a volunteer managed dog waste collection rota and a possible location for the wheelie bin that would be emptied fortnightly:** As it is no longer a statutory duty for West Suffolk to collect dog waste, DC Chester confirmed that the waste team would not be adding to their collection route list. Cllr Methven would consider voluntarily collecting from additional waste bins to then dispose into a larger wheelie bin, which in turn would be emptied fortnightly. The clerk is to contact the waste department to establish if this would be reasonable. Costs for waste bins and signage to remind dog walkers of their responsibilities will be sort.

h) **To consider the options available to the council regarding faded or broken repeater signs within the village:** The clerk reported that the cost of stickers to be used to cover any faded signed was £40.00 per sticker. The cost of a replacement sign was significantly less costing £12.55. Any damaged posts could be replaced with costs ranging from £18.29 to £24.59 depending on pole length. It was agreed that the latter option would be preferred.
Cllr Methven is to provide an audit report regarding the signs that need replacing and/or are damaged. Cllr Petchey is to complete the one day highways training course on 27th October that will qualify him to install any signposts.

i) **To discuss the email from a resident regarding improved village signage, village gates and footpath maps:** Whilst the council liked the idea, the costs of village signs and gates made it prohibitive. Village gateways cost approximately £1800 per pair to source and approximately £500 per pair to install. Dragons teeth markings would cost a further £800 per set.
As the council already have QR code signs on many of the posts it was felt that this is sufficient and a further Footpath Map would be unnecessary.

j) **To discuss the email received regarding the Anglian Water works recently undertaken**: The council was in agreement and considered it an eyesore and not in keeping with the conservation status of the village. The clerk is to contact Anglian Water to ask permission to plant some screening around the area to lessen the impact.

k) **To discuss the email received regarding the installation of a mirror to help visibility at the Denham Road junction:** The council agreed it was a dangerous junction, however Suffolk Highways do not approve mirrors to be installed within the highway boundary. Historically, there were a number that were placed out but these were "tolerated", rather than "authorised". Although they will not remove any existing mirrors that are within the highway boundary (unless causing a hazard) – Highways will not allow new installations.
Mirrors can be installed on private land with the landowners permission – siting them just outside of the highway boundary, however in this location it is not an option.

The only suggestion that may be possible is that a mirror could potentially be placed on the telegraph pole opposite the junction – as this is not a Highways Asset.
The council agreed that the clerk would investigate this option to ensure it is legal and to also look into the costs of a mirror to ensure it is within their means.

l) To discuss the email received from The Suffolk Shop Company regarding a village shop: Following discussions with the village hall it was agreed there were no viable venues for a village shop, and a lack of need. The clerk is to inform The Suffolk Shop Company.

m) To organise a volunteer group to help plant the new bulbs along the riverbank: The clerk is to contact K Hutchinson and ask for the banks to be cut in early October, with a planting date planned for Oct 24th.

n) To discuss the next parish newsletter regarding items to include production, printing and delivery timescales: Draft too be circulated before the end of September, with printing and delivery planned for early October.
Topic for inclusion include:

- CSW
- Bulb volunteers
- Dog waste
- Higham development
- New footpath

11. Planning Applications to be considered by the council:

a) DC/26/1239/TCA
Proposal: Trees in a conservation area notification - one Yew and one Lime (T001 and T002 on plan) root pruning to facilitate repairs to the structural sole plate
Location: 4 The Street Dalham Suffolk CB8 8TF: Support

b) DC/26/1252/TCA
Proposal: Trees in a conservation area notification - four Birch (marked G1 on plan) overall reduction by three metres, one Ash (marked T3 on plan) overall crown reduction by 3.5 metres and two Plum (marked T1 and T2 on plan) fell
Location: Sounds Cottage 12 Lidgate Road Dalham Suffolk: Support

c) DC/26/1253/TCA
Proposal: Trees in a conservation area notification - one Sycamore (marked on plan) crown lift by 2.5 metres above ground level and overall crown reduction by three metres
Location: 8 Lidgate Road Dalham Suffolk: Support

12. To receive any items of correspondence not previously circulated: None received.

13. Items for discussion at the next meeting: None raised.

14. Dates of next meeting:

a) Next meeting – Wednesday 11th November 2026, 7.45pm Dalham Village Hall.

15. There being no further business to discuss, the meeting closed at 9.51pm

Signed …….. (Chair) Dated ……

So signed by the Chair at the meeting on November 11th 2026