

DALHAM and DUNSTALL GREEN PARISH COUNCIL**Minutes of the Annual Meeting of the Parish Council held on Wednesday 08th July 2026**

Councillors present: John Riddell (Chair), James Methven, Ian Petchey and Ann Ward.

Also present: Antonia King (clerk).

- 1. Chair's welcome and opening statement** – The Chair opened the meeting at 7.50pm
- 2. To receive Apologies of Absence** – Cllr Wilkins Smith gave her apologies, these were duly accepted by all. Cllr Corby was not present.
- 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 13/05/2026 and 17/06/2026 -**
 - 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 not present. For a copy of his report go to: [Dalham-PC-July-2026.pdf](#)
 - b) County Councillor, Beccy Hopfensperger was not present. No report was submitted.
- 7. Police Matters –**
 - To receive reports of interest to Dalham – None received.
 - 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 gulleys at the bottom of Denham Road have been cleared by the Estate – duly noted and recognised that this was a gesture of goodwill as it was not Estate land.
 - To note the receipt of the notification of exempt status from PKF Littlejohn – duly noted
 - To note the directional sign at Dunstall Green has not been installed. The clerk has chased and Highways have escalated the complaint – duly noted. The Clerk is to report back any progress at the next meeting.
 - To note the complaint regarding the condition of the Windmill has been registered with planning enforcement – duly noted. The enquiry is logged as EN/26/0155, Rebecca Humpries is the Case Officer.
- 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 - £279.50 for July
 - Clerk salary - £279.50 for August
 - K Hutchinson, grass - £792.00
 - Lloyds Bank monthly account charges - £4.25 x 2
 - b) To note the accounts paid since the last meeting:**
All accounts paid had been previously authorised with the approval minute noted.
 - c) To consider and receive the Bank Reconciliations for period ending 31.05.26 and 30.06.26:** Cllr Methven verified and signed the bank reconciliations against the bank statements.

So signed by the Chair at the meeting on September 9th 2026

DALHAM PARISH COUNCIL
BANK RECONCILIATION AS AT 31 May 2026

Treasurers Account

Payments made 01/05/26 – 31/05/26:

14.05.26	SALC	Subscription	£147.56	10a/389
14.05.26	SALC	Training	£79.20	10a/389
19.05.26	Lloyds	Charges	£4.25	10a/389

May total payments	£231.01	
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Receipts received 01/05/26 – 31/05/26:

May total receipts	£0.00			

Instant Savers Account

Receipts received 01/05/26 – 31/05/26:

11.05.26	Lloyds	Interest	£2.04	
May total receipts	£2.04			

Bank Reconciliation at
31/05/26:

	Treasurers Account	Instant Savers Account
Balance of accounts c/f:	£9,322.11	£4,649.97
Payments in	£0.00	£2.04
Payments out	£231.01	£0.00
Current balance:	£9,091.10	£4,652.01

So signed by the Chair at the meeting on September 9th 2026

DALHAM PARISH COUNCIL
BANK RECONCILIATION AS AT 30 June 2026

Treasurers Account

Payments made 01/06/26 – 30/06/26:

01.06.26	Mrs A King	Salary	£279.50	10a/389
11.06.26	K Hutchinson	Grass	£759.00	
11.06.26	SALC	Audit	£226.80	
19.06.26	Lloyds	Bank charges	£4.25	10a/389
24.06.26	Mrs A King	Salary	£279.50	10a/389

June total payments	£1,549.05	
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Receipts received 01/06/26 – 31/06/26:

June total receipts	£0.00			

Instant Savers Account

Receipts received 01/06/26 – 31/06/26:

09.06.26	Lloyds	Interest	£1.85	
June total receipts	£1.85			

Bank Reconciliation at
30/06/26:

	Treasurers Account	Instant Savers Account
Balance of accounts c/f:	£9,091.10	£4,652.01
Payments in	£0.00	£1.85
Payments out	£1,549.05	£0.00
Current balance:	£7,542.05	£4,653.86

So signed by the Chair at the meeting on September 9th 2026

d) To approve and sign the checklist of Internal Controls checklist, report and statement:

Cllr Methven, as the acting Internal Control Officer signed the internal control checklist due to Cllr Corby's absence.

e) To note the budget to actual position Q1 for year ending 31.03.2027: This was duly noted and no queries raised.

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 regarding the software on the existing SID machine – the machine is working and the data is being recorded.** Cllr Methven reported that the machine has been relocated to monitor speeds along Lidgate Road. The battery is currently lasting between 2-3 weeks, anything less than this lifetime was considered unworkable, the battery life will be monitored for any changes.
- c) To receive a report from Cllr Methven following his attendance at the Suffolk Parishes Road Safety Group meeting held on Wednesday April 29th –** For a copy of the report - [Dalham Traffic Management](#) and [20mph-policy-scc](#). Consideration needs to be given to the actual cost between all the villages, and to establish whether or not Dalham has the funds to support any major changes. It was agreed that further consideration should be given to alternatives should the latter be unfeasible.
- d) To receive an update from the clerk regarding access to One Drive, Shared files, access to view files –** the Clerk confirmed that this problem had been rectified.
- e) To receive an update from Cllr Corby/Methven regarding CSW –** Cllr Methven reported that since 19/03/2026 11x 1 hour sessions had taken place. In April, 5% of drivers monitored were speeding and 6 warning letters were sent to offenders exceeding 35mph.
More volunteers are required to enable different times and locations to be manned.
- f) To discuss the replacement and installation of footpath posts throughout the village, and to note more the size and dimensions of the footpath posts –** Cllr Wilkins-Smith had emailed to advised that the posts should be 1800mm x 350mm, with spikes to fit accordingly. 6 posts are required. The clerk was authorised to go ahead and purchase.
10 green footpath discs were also needed. Cllr Ward is to check stocks before an order is placed.
- g) To consider and approve Cllr Wilkins-Smith request to order a further 600 daffodil bulbs for planting along the riverbank -** Approval was given.
- h) 'Forest City' – to note the public meeting planned by Nick Timothy MP for local residents at Moulton Village Hall on July 10th 2026 –** Cllr Riddell is to attend the meeting and report back.
- i) To receive a report from the clerk who attended a Highways forum regarding the Community Self Help scheme that they offer –** Following a brief report regarding the Community Self Help scheme it was agreed that Cllr Petchey would attend the 1 day training course to obtain the Street Works Qualification Register card to enable small projects to be carried out within the village. The clerk is to follow this up.
- j) To note the new Local Plan scoping consultation is running until July 28th and discuss if any input from Dalham Parish Council should be submitted –** It was agreed that an email to the village be circulated encouraging residents to respond to the online questionnaire. Cllr Riddell is to action.
- k) To note the legislation change to Councillors' Register of Interest – home address disclosure –** Duly noted. Cllr Riddell requested to redact his information.

11. Planning Applications to be considered by the council:

- a) DC/26/0987/TCA**
Proposal: Trees in a conservation area notification - four Sycamore (T1, T2 , T6, T8 on plan) one Apple (T12 on plan) one Beech (T17 on plan) and two Ash (T15 and T16 on plan) fell
Location: Dalham Hall, Garden House Church Lane Dalham Suffolk - The council supported this application.
- b) To note the decision for DC/26/0578/HH**
Proposal: Householder planning application - single storey extension to front of dwelling b. two storey extension to the rear of dwelling
Location: Hawthorn Cottage Dunstall Green Ousden Suffolk - It was noted that this application had been approved.

So signed by the Chair at the meeting on September 9th 2026

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

13. Items for discussion at the next meeting:

- Road Safety options and costs update.
- Community Speedwatch update

14. Dates of next meeting:

a) Next meeting – Wednesday September 9th 2026, 7.45pm Dalham Village Hall.

15. There being no further business to discuss, the meeting closed at 9.30pm

Signed (Chair) Dated