

## **LAVENHAM PARISH COUNCIL**

**To: Members of Lavenham Parish Council**

**You are duly summoned to attend the Meeting of Lavenham Parish Council to be held at 7pm on Thursday 6<sup>th</sup> November 2025 at Lavenham Village Hall, Church Street, Lavenham.**

### **Public Attendance**

Members of the public and press are welcome to attend. At item 5 the public will be invited to give their views/question the Parish Council on issues on the agenda or local matters. This item will generally be limited to 10 mins. duration.

### **AGENDA**

- 1. Apologies and approval of absences**
- 2. Declarations of Interest**
- 3. To consider requests for dispensations**
- 4. Approval of Minutes**

**To approve as accurate minutes of the 2<sup>nd</sup> October meeting of Council**

- 5. Public participation session (10 minutes)**
- 6. Chair's Announcements**
- 7. Local Authority Councillors' Reports**
- 8. Planning Register**
- 9. Planning Applications**
- 10. Repair of Churchyard Wall**
- 11. Tree Surgeon Reports and Motion**
- 12. Lavenham Neighbourhood Plan Group**
  - a) Report**
  - b) Project Budget**
- 13 Use of Neighbourhood Community Infrastructure Levy**

**14 Clerks Report**

**14.a Motion to approve Accounts for month ending 30<sup>th</sup> September 2025**

**14.b Motion to approve Receipts and Payments for month ending 30<sup>th</sup> September 2025**

**15 Date of next meeting – Thursday 4<sup>th</sup> December 2025**

A handwritten signature in black ink that reads "A Smith". The signature is written in a cursive style with a long horizontal stroke at the end.

Andrew Smith  
Clerk to the Council  
Parish Office  
Church St  
Lavenham

Date: 31<sup>st</sup> October 2025

## **PARISH COUNCIL MEETING**

Held on Thursday 2<sup>nd</sup> October 2025, commencing at 7pm in the Village Hall.  
*Full reports and supporting documents can be found on the Parish Council website under Meetings, October 2025 Meeting Pack.*

### **Present:**

Chair: Cllr Janice Muckian. Cllrs: Alison Bourne, Iain Lamont, Jane Ranzetta and Michael Sherman.  
Three members of the public.

### **Opening Statement by the Chair:**

The Chair began by welcoming everyone and introduced herself explaining to all present that this meeting is being recorded for the purpose of minute taking only and that after the minutes have been approved this recording will be destroyed. The Chair reminded all that this is not a public meeting, but a meeting of the Council held in public. Members of the Public were respectfully asked to maintain silence during the Council's deliberations and not to approach the Councillors. Councillors were requested not to engage with Members of the Public when Council is in session. All were asked to ensure that their mobile phone was on silent and were reminded to treat all present with respect.

### **1. Apologies and approval of Absences**

The Clerk reported that Cllrs Domoney, Falconer, Mawford, Mitchell and Robinson were not present and had sent their apologies.

### **2. Declarations of Interest**

The Clerk informed Councillors that Cllr Ranzetta has declared that she considers that she has an interest with respect to the Planning Application concerning Frogs Hall and despite this not being her Disclosable Pecuniary Interest she had informed the Clerk that she will leave the room for this item.

The Clerk invited Councillors to declare any interests, none were declared.

### **3. Requests for Dispensations**

The Clerk reported that he had received no further requests for dispensations.

### **4. Tribute to Cllr Mary Morrey by the Chair**

The Chair paid tribute to Mary describing her as a respected and steadfast member of this Council. She said that she will miss her wise and considered words, her support as Vice Chair as well as her great sense of humour. Mary, she said, was highly regarded and popular throughout the village, having seemingly boundless energy which led to her being involved with a range of organisations.

The Parish Council paused for a few moments of silence and reflection.

### **5. Approval of Minutes**

#### **To approve as accurate minutes of the August 7<sup>th</sup> 2025 meeting of the Council**

**Proposed:** Cllr Sherman **Seconded:** Cllr Ranzetta **Decision:** Approved unanimously.

#### **To approve as accurate minutes of the September 4<sup>th</sup> 2025 meeting of the Council**

**Proposed:** Cllr Sherman **Seconded:** Cllr Ranzetta **Decision:** Approved unanimously. Cllr Lamont abstained not having been present at the meeting.

### **6. Public Participation Session**

No Member of the Public wished to speak.

## **6. Chair's Announcements**

The Chair informed Councillors:

### Progress report concerning Green Willows Footpath:

Suffolk Highways is waiting for a response from one of the utility companies regarding their timescale. The Parish Council (PC) will continue to chase this.

### Eezybikes:

The Sustainable Travel Manager at Babergh Council has asked us to pass on any feedback about the scheme or its location noting that the pod is fully moveable and so if time proves that this location isn't quite right or not working well, there is scope to relocate it. She reminded Councillors that the PC has previously advised Babergh Council that it considers the Market Place to be an unsuitable location.

### Buses:

The PC was informed this week that Go East Anglia has been purchased by the Transport Made Simple Group. Services will continue to run as usual. In January 2026 they intend to make a series of changes to integrate services from all of their operators and in the run up to Easter 2026 will be refining this network based on extensive consultation with passengers, including key community anchors such as schools. They are willing to come and talk to residents at an arranged event and can be emailed with any hopes/concerns.

### Neighbourhood Watch:

The PC has been contacted by Stuart Finch who is the joint co-ordinator of Long Melford Neighbourhood Watch. They have a Facebook group of nearly 1,000 members posting updates about crime prevention and suspicious or criminal activity. They also receive regular updates from and have meetings with the Community Police team at Sudbury. He would like to start a Neighbourhood Watch group in the village, and is looking for support for this. Stuart has asked if anyone wishes to discuss this, or get involved, to respond to his Facebook post or contact the Clerk.

### Joint Local Plan:

The PC has been advised of the timetable for the preparation of a review of the Babergh Mid Suffolk Joint Local Plan (JLP). This will take place between 2025 and 2029.

Babergh and Mid Suffolk District Councils have published the Draft Strategic Housing Land Availability Assessment (SHLAA) as evidence to support the review of the JLP. This Assessment identifies potential sites for housing development which have been submitted to Babergh and Mid Suffolk District Councils for consideration following the call for sites for potential housing development in January 2024.

Following request from the Chair, Cllr Lamont displayed a map of the sites submitted in response to the 2024 call. Cllrs expressed concern at the size of sites offered saying that these appeared sufficiently large to contain hundreds of houses. Cllr Lamont explained that these sites do not have Planning Permission but have not been immediately rejected by Babergh. Cllr Sherman commented that some of these sites, whilst very close, adjacent to Lavenham, are actually in Acton Parish.

Babergh and Mid Suffolk District Councils have advised that they will be undertaking a further Call for Sites exercise between mid-October 2025 and January 2026. The Chair commented that it is unknown whether Local Government Reorganisation will affect timescales for the new JLP or what development will be targeted for Lavenham.

### Churchyard wall:

It has been drawn to our attention that the wall surrounding the churchyard is in need of some repair; this is the responsibility of the PC. Arrangements to make the necessary repairs are being kindly coordinated by Reverend Simon Pitcher.



## **8. Local Authority Councillors' Reports**

The Clerk reported that County Cllr Lindsay was unable to be present. He presented his report.

County Cllr Lindsay is pleased that that the PC joint bid with Suffolk Highways for funding for the Green Willows footpath from the District's Community Infrastructure Levy (CIL) pot, has been approved. He comments that this is the first funding for a pavement Babergh have ever approved from its CIL pot and so is something of a precedent for Babergh and County Highways working together. He advised the PC that now Highways has the funding it is up to Highways to deliver it saying that he knows that this can be a very lengthy process. He commented that since both the County Council and Babergh Council will dissolve in 2028 it is important that both he and the PC keep on at Highways and their contractor to complete the pavement before then.

He is working with Highways and the resident who has been afflicted by a lime tree shedding branches on to their gate and pavement on the High Street. Their gate has been damaged several times over the past few months. Highways is still insisting this not an emergency but have said they are scheduled to prune it in October.

He informed Cllrs that the horse and donkey charity French's Care Haven, which rescues unwanted animals and also offers mental health therapy for humans, is about to be evicted from the land it rents near Groton. It is seeking to purchase 20 acres of grazing land within a ten mile radius of Hadleigh.

He advised Cllrs that the Government is expected to make a decision on LGR around March but that this could slip. In the recent Government Ministerial reshuffle Mr Starmer had sacked the minister, Jim McMahon, in charge of the process.

He told Cllrs that Chief Executives of all Local Authorities had received a letter which says "We would like to also take this opportunity to remind you of your responsibilities under the Code of Recommended Practice for Local Authority Publicity. Please do take care in having regard to ... the principles of objectivity and even-handedness and particularly paragraph 16 which states that local authorities should not use public funds to mount publicity campaigns whose primary purpose is to persuade the public to hold a particular view on a question of policy."

He advised Cllrs that County Council and Mayoral Elections will likely be held in May 2026 despite the County Council Elections being for a body that lasts for two years before being dissolved.

District Cllr Maybury paid a tribute to Cllr Mary Morrey.

She informed Cllrs that should sites adjacent to Lavenham but actually in Acton Parish be selected for development then both Acton and Lavenham Parish Councils would be consulted.

She advised Cllrs that she had visited the Angel Hotel site with an Officer from the Babergh Economic Development Unit who will contact the selling agent and report on issues of repair and security.

She advised Cllrs that tenants at Tenterpiece are replying to the consultation on removing the sheltered part of their housing agreement.

She referred to her report which includes details of grants available to local businesses and the collection, from April 2026, of glass bottles and food waste. Cllr Sherman asked why more bins were being provided when the aim was to reduce the use of plastics. District Cllr Maybury replied that the new bins are made of recycled plastic.

She told Cllrs that her and District Cllr Clover are both very aware of the impact of the implementation of car parking charges has had on the parish as well as the changes to the community caretaker scheme and the loss of donations to the Parish Council for car parking. Cllr Clover continues to intercede on the effect of car parking charges within the village as well as in Sudbury.

She informed Cllrs that residents have voiced their concern over the speed of traffic on the bridge end of the village at the junction of Preston Road and the box hedging, brambles and holly bushes within the churchyard which are impeding passage along the pathways.

She urged all who are eligible for the annual flu and covid boosters to apply for this winter help.

## **9. Babergh District Council Overview and Scrutiny Committee Report**

The Clerk reported that the meeting had been described by Babergh as being an update with a fuller review taking place in February 2026.

The Clerk explained that the PC had submitted three questions to the meeting. These questions sought details of the Monthly Revenue from Car Park Charges, the Monthly Costs of imposing Car Park Charges and the Capital Costs of introducing Car Park Charges.

The Clerk told Cllrs that he was extremely disappointed that only the last question was answered with the reply being that the Capital Costs were £15,056 in Church St and £6,445 in Prentice St.

Babergh has subsequently informed the Clerk that the other questions will be answered in October.

The Clerk told Cllrs that his impression is that, in general, Babergh Officers and Cabinet consider that the introduction of Parking Charges has gone well and has made improvements to the Babergh finances. They consider that they have heard little from Parishes. The unanswered email from the Chair of this Council was not acknowledged.

The Clerk informed Cllrs that there was much discussion concerning the footfall data presented to the Committee which is derived from mobile phone data. Babergh consider that this data shows little change in Lavenham footfall however this is inconsistent with the footfall reports provided by Babergh Officers to the PC. The Clerk has raised concerns that the reporting may be inaccurate and a response is expected shortly.

Additionally, reservations have also been expressed concerning whether this mobile phone derived data would ever clearly provide insight concerning the number of visits to Lavenham shops and facilities and the effects (significant or not) of the introduction of car parking charges.

District Councillors at the Meeting and the Chair and the Clerk (in other contacts with Babergh) have pushed Babergh to survey businesses, it is unclear exactly how or indeed whether Babergh will act on these requests.

Cllr Bourne said that she continues to hear concerns about car parking. The Chair said that the issue was the lack of hard data from Businesses suggesting that only the Babergh had the resources to conduct such a survey.

## **10. Planning Register**

The Clerk informed Cllrs that on Tuesday Council had been informed that the Applicant seeking permission to build a Wellness Centre on Second Meadow has appealed to the Planning Inspectorate.

## **11. Planning Applications**

**DC/25/3999** 1 Byes Barn, Reduction of trees.

Cllr Lamont explained that the trees, adjacent to Lingmell, are lopsided and have been poorly maintained and that the view of the Planning Group was that reduction and maintenance was required.

**Motion:** that the Parish Council recommends approval of Application DC/25/3999.

**Proposed:** Cllr Ranzetta **Seconded:** Cllr Bourne **Decision:** Approved. Cllr Sherman voted against,

**DC/25/3972** Patch Cottage, 84 High St, Fell a holly tree and a yew tree.

Cllr Lamont explained that these are small trees located in a crowded garden and that the view of the Planning Group was to recommend approval. Cllr Sherman commented that Lavenham has the lowest tree coverage in Babergh and deplored the number of recent applications to cut down poorly maintained trees.

**Motion:** that the Parish Council recommends approval of Application DC/25/3972.

**Proposed:** Cllr Bourne **Seconded:** Cllr Lamont **Decision:** Approved unanimously. Cllr Sherman abstained.

**DC/25/3096** Pedlars Way, Bears Lane. Fell an Ash Tree.

Cllr Lamont explained that this application had been received too late to be considered by the Planning Group and an extension of time to respond to the next PC meeting was not possible. He informed Cllrs that the justification provided was 'concerns with adjacent wall cracking' but that no evidence had been supplied concerning this cracking. He noted that the tree has been extensively pollarded in 2024 and was now recovering and that an adjacent tree had recently been felled in this garden. Cllr Ranzetta noted that the tree was adjacent to the wall but not touching it.

**Motion:** that the Parish Council recommends refusal of application DC/25/3096.

**Proposed:** Cllr Lamont **Seconded:** Cllr Sherman. **Decision:** Approved unanimously.

**DC/25/3778** Frogs Hall, Frogs Hall Rd. Repairs to Roof. Cllr Ranzetta left the room for this item.

Cllr Lamont explained that this application is for essential repairs and maintenance using like for like materials. Water ingress has caused damage with damp patches appearing in ceilings and external walls. He noted that the unknown extent of hidden damage means that it is not possible to completely detail the repairs until the work is under way.

**Motion:** that the Parish Council recommends approval of Application DC/25/3778.

**Proposed:** Cllr Lamont **Seconded:** Cllr Sherman **Decision:** Approved unanimously.

## **12. Lavenham Neighbourhood Plan 3: Report and Approval of Questionnaire**

Cllr Sherman introduced the report of the Working Group,

The Chair noted that the Minutes of the September meeting of the LNP Working Group reported that a 'representative of the business community' had attended the meeting. She asked why this person was anonymous and how this person was chosen. Cllr Sherman said this person had asked to remain anonymous and had been invited to the meeting to understand their views. The Chair asked if the person represented 'Love Lavenham' and would report to that Business Group. Cllr Sherman said that this person had asked to attend the meeting and that hearing from the business community was very important.

Cllr Lamont asked how members of the business community could attend the meetings. Cllr Sherman said that any member of the business community could approach him and request to attend, the Working Group was interested in hearing from all. Cllr Lamont said that this possibility of attendance should be better advertised.

Cllr Sherman said that he would in future no longer report the minutes, the Clerk replied that the Terms of Reference require that minutes of the formal meetings of the Working Group be reported to Council. The Chair asked that the Secretary of the Working Group correct the minutes amending the words 'representative of the business community' to 'member of the business community'.

The Chair asked if the Questionnaire could include, in a number of places, as a possible response, 'don't know'. She said that the addition of such a possible response would improve the quality of responses and the accuracy of any subsequent statistics. Cllr Sherman replied that the Questionnaire had been written by a Professor and reviewed by a Planning Expert. Cllr Ranzetta said that the Questionnaire needed to be easy to complete and suggested that people could ignore the questions that they did not know the answers.

Cllr Lamont highlighted as an example the question concerning the adequacy of the provision of toddler groups saying that he had no thoughts concerning this and yet the proposed Questionnaire did not offer him the opportunity of saying 'Don't Know'. Cllr Bourne said that people could ignore the questions that they were unable to answer. Cllr Ranzetta said that 'Not Applicable' might be a suitable option.

Cllr Lamont said that the Questionnaire lacked questions on Heritage Assets and Defined Views. Cllr Sherman said that the Government was going to continue to demand sites for development.

The Chair said that she wanted the Questionnaire to give the Working Group all the information it needs.

Cllr Sherman said that he did not want to delay the Questionnaire any further, the Chair queried the need for urgency considering that the Joint Local Plan (JLP) will not be ready until 2029.

Cllr Lamont displayed to all the communication from Babergh setting out the JLP timetable. Reminding Cllrs that the last Neighbourhood Plan had to be amended to be in line with the then emerging previous JLP he asked what the impact of this extended timetable for the new JLP will be on the timetable for our Neighbourhood Plan. He urged Cllr Sherman and the Working Group to consider the timetable in the light of the information that the new JLP will not be ready until at least 2029 asking whether the Lavenham Neighbourhood Plan needs co-ordinating with the new JLP which will likely demand a greater amount of housebuilding than has been previously considered.

The Chair asked Councillors to write to the Working Group with their queries concerning the Questionnaire. The Clerk told Councillors he will include the item on the November Agenda.

### **13. Water St EV Chargers Report:**

The Clerk explained that the Water St EV chargers were not operational because of delays, not of this Councils making, in signing all the necessary legal agreements. He expressed his frustrations.

### **14. Clerk/RFO report**

The Clerk told Cllrs that the External Auditors report had been received, the report was unqualified i.e. it contained no matters of concern.

The Clerk spoke next of Mary Morrey saying that on a personal and professional level he shall very much miss Mary. He had informed Babergh Council of her death a couple of days after Mary passed. Babergh Council had informed him that, out of respect, they do not advertise such vacancies until after the funeral. The vacancy notice will be displayed on October 28<sup>th</sup> immediately after the funeral and it will explain that if ten electors, within three weeks or so, call for an election, then there will be an election otherwise Council will be free to co-opt at its December meeting. Should an election be called the election will be held in early 2026 and the cost to the PC would be approximately £2,000. The Clerk anticipates that at the December meeting Councillors will also elect a Vice Chair and determine who will take Mary's place on the Bank Mandate and the Guildhall committee.

In response to a question from Cllr Lamont the Clerk explained that should an election not be called but more than one person puts themselves forward as a candidate for co-option then the whole Council will select who is co-opted.

The Clerk explained that together with the Chair he had met with Mark Emms (Director of Operations) of Babergh Council and in addition to the conversation concerning Parking Charges and Footfall data (covered in a separate report) the Clerk and the Chair had protested about the proposed cut to the Cleaning Grant. Mr Emms has agreed, in the light of the three year contract entered into by the PC with our Contractor to reconsider the matter. The Clerk has spoken with the clerks at East Bergholt and Long Melford (the other significant Parish Councils also effected by the cut) who have told him that cognisant of the financial position of Babergh Council neither Council has taken up and does not intend to take up the matter with Babergh.

The Clerk informed Cllrs that Malcolm Payne of Hartog Hutton has sent a first draft of the Heads Of Terms for a 994 year lease of the Paddocks Allotment site. A further draft together with a site plan is expected shortly.

The Clerk continues to chase Babergh Council for separate leases for the Church St Toilets and Parish Office which will enable the PC to stop paying Business Rates on the Toilets. Despite Babergh Legal Services organising a survey of the premises in May the draft leases have still not been received.

The Clerk advised Cllrs that it is becoming clear from meetings and also a course he has been on that a consequence of the creation of unitary authorities will be the need to document all the informal understandings with the Babergh Council and Suffolk County Council whilst those bodies still exist. Additionally, when support for Parish Councils and very local matters begins to compete for funding with Adult Social Care, Children and Young People and Highways and Council spending on non-statutory support for Parish Councils and very local matters will come under further pressure.

The Tree survey was done this week and the quote will shortly be received from the Councils contractor. We covered First Meadow, the Playing Fields and the Cemetery. It is anticipated that at least two trees will need to be urgently felled and a number of trees quickly pruned for safety reasons in addition to other routine maintenance tasks. The survey of the Churchyard remains outstanding. The costs of any tree work required in the Playing Fields will be the responsibility of the Community Council but the costs of works in First Meadow, the Cemetery and the Churchyard will fall to the Parish Council.

The box bush pruning and soil improvement was scheduled for this week but is now next week. The pest visit has been done.

Three incidences of vandalism or poor behaviour with respect to the Play Equipment in the last couple of weeks.

#### The August Accounts:

The Clerk reminded Cllrs that at its last meeting Council signed off on a reforecast loss for the year of £29,392. The key assumptions within this were:

- 1) LNP spend for the year of £15,000 charged to Income and Expenditure and not to Neighbourhood Cil
- 2) No further Grant Expenditure beyond the loan given to the Christmas Event which is assumed (prudently) to be entirely non-recoverable
- 3) Tree Maintenance costs following the tree survey would be covered by the contingency of £1,333. This appears now to be unlikely.

The Clerk explained that all financial commentary and comparisons to the reforecast and not to the budget. He would therefore not be continuing to refer to legal costs and the other reasons why the financial position was worse than budgeted.

Cllr Bourne asked if an apology had been made to the people who later made the Subject Access Requests, as suggested by the Monitoring Officer, whether the later legal costs would have then been incurred. The Clerk replied that the Monitoring Officer had at one point suggested that the Chair make an apology. He knew that the Chair considered the suggestion of an apology misguided. It was his opinion that if such an apology had been made, that whilst he could not speak for those who had raised the Subject Access Requests, the requests would still have been made to seek various pieces of information. He said that relationships might have been improved had an apology been given but that the legal costs would still have been incurred. The Chair told Cllrs that she had subsequently spoken with the Monitoring Officer supplying further information and that the Monitoring Officer had verbally advised her that had she known the full facts she would not have suggested the apology.

The forecast loss for the month of August was £736. The actual result for August was a surplus of £41, driven largely by Burial Income being £775 greater than forecast.

The likely result for September is a loss for that month alone of approximately £3,000. September will be so much worse than August because the September Accounts will contain some £3,200 of box bush maintenance costs, largely the annual pruning. The September loss will though be £1,000 less than forecast as the LNP costs are coming in more slowly than anticipated. The cumulative loss to end September is likely to be £9,000.

No advice has been received from the LNP Group that they will not need the £15,000 requested and agreed for this Financial Year. Indeed, that advice has not been requested because an estimate of total LNP costs to completion will be provided by the Group to Council at the November meeting.

As previously advised the Clerk will shortly be inviting Councillors to suggest and comment on the priority items Neighbourhood Cil funds.

There will be a new question in next year's Governance Return which the auditors will need to consider whether this Council has passed or failed. The new Assertion 10 means that Councillors cannot (as opposed to best practice) use email addresses for Council business other than either the Lavenham PC ones or something like 'cllrbobsmith@gmail.com'

**Motion:** To approve Accounts for month ending 31<sup>st</sup> August 2025

**Proposed:** Cllr Ranzetta **Seconded:** Cllr Lamont **Decision:** Approved unanimously

**Motion:** To approve Receipts and Payments for month ending 31<sup>st</sup> August 2025

**Proposed:** Cllr Ranzetta **Seconded:** Cllr Lamont **Decision:** Approved unanimously

#### **15. Parish Newsletter and Lavenham Life**

The Chair referred Cllrs to the Working Paper seeking their approval for Council to work, as it had done in previous years, with the publishers of Lavenham Life to ensure that every household in Lavenham receives a free copy of Lavenham Life together with a Parish Council newsletter at a maximum cost to the PC of £1,500.

Cllr Bourne said that in her opinion, from delivering the items in previous years, that most people in the village did not value these items. Cllr Sherman echoed these concerns. Cllr Ranzetta suggested that the Parish Council just subsidise the regular print run or that the Council just publish the Newsletter. The Chair suggested that organising the distribution of just a Newsletter would not be easy.

**Motion:** That Council works with the publishers of Lavenham Life to ensure that every household in Lavenham receives a free copy of Lavenham Life together with a Parish Council newsletter at a maximum cost of £1,500.

No Councillor proposed the Motion.

#### **16. Christmas Event Report**

The Chair explained the progress and efforts of the Organising Group. The event will not be published on social media to make the event an event for local people. She told Cllrs that the Organising Group had asked her to mention that the Group still seeks donations/sponsorship and help.

Meeting ended 9.24pm

Date of next meeting – Thursday 6<sup>th</sup> November 2025 7pm

8

BDC

LPC

October

03972	Patch Cottage, 84 High St	Fell a holly tree and a yew tree	Approval	Approval
03999	1 Byes Barn, Prentice St	Works to an Ash Tree and a Hawthorn Tree	Approval	Approval
03778	Frogs Hall, Frogs Hall Rd	Listing Building consent for Various roof repairs	Approval	Approval
03575	Graylings, 5 Prentice St	Replace windows with double glazed windows	Approval with changes made in line with conditions	Approval with Conditions
03906	Pedlars Way, Bears Lane	Fell Ash Tree in a conservation area	Approval	Refusal
05113	Land south of Water St	Storage Shed and Greenhouse	Approval with Conditions	No Comment
03618	Poultry Farm, Brent Eleigh Rd	Change of use from Agricultural to Commercial/Business Service	Withdrawn	No Comment

Open items:

00390	Toll Cottage, Market Place	Change of use to residential	Refusal. Appealed.	Refusal	
03022/03023	The Old Rectory	Planning Perm and Listed Building Consent Doorcase	Refusal. Appealed.	Refusal	
04224	Second Meadow	Wellness Centre	Refusal. Appealed.	Refusal	
00457	15 The Paddocks	Earthworks	Ongoing	No Comment	
04033	Hall, Hall Rd	Planning Permission, Proposed replacement entrance gates	Ongoing	Ongoing	Nov-07
04034	Hall, Hall Rd	Listed Building Consent, Proposed replacement entrance gates	Ongoing	Ongoing	Nov-07
04532	Teazle Cottage, 30 Water Street	Listed Building Consent. Installation of fibre optic cabling	Ongoing	Ongoing	Nov-07
04183	One Bell House, 46 High St	First Floor Juliet Balcony and replacement of rotten windows with UPVC	Ongoing	Ongoing	Nov-07
04304	The Grove, 5 Lady St	Fell Willow Tree	Ongoing	Ongoing	Nov-07
04341	Market House, 35 Market Place	Planning Permission Demolition of lean-to shed and replacement with a lean-to greenhouse	Ongoing	Ongoing	Nov-07
04342	Market House, 35 Market Place	Demolition of lean-to shed and replacement with a lean-to greenhouse	Ongoing	Ongoing	Nov-07
04660	Saffron Pane, Hall Road	Tree Works	Ongoing	Ongoing	Nov-11
04396	Pegtile Ct	Installation of temporary stairlift	Ongoing	Ongoing	Nov-12
04724	9 Trinity Gild	Tree Works	Ongoing	Ongoing	Nov-14
04687	De Vere House, Water Street	Varied Building Works	Ongoing	Ongoing	Dec-05
04688	De Vere House, Water Street	Varied Building Works	Ongoing	Ongoing	Dec-05

Suffolk CC	Lavenham Primary School	Modifications to Outbuilding	Ongoing	Approval	
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## Lavenham Parish Council Planning Group.

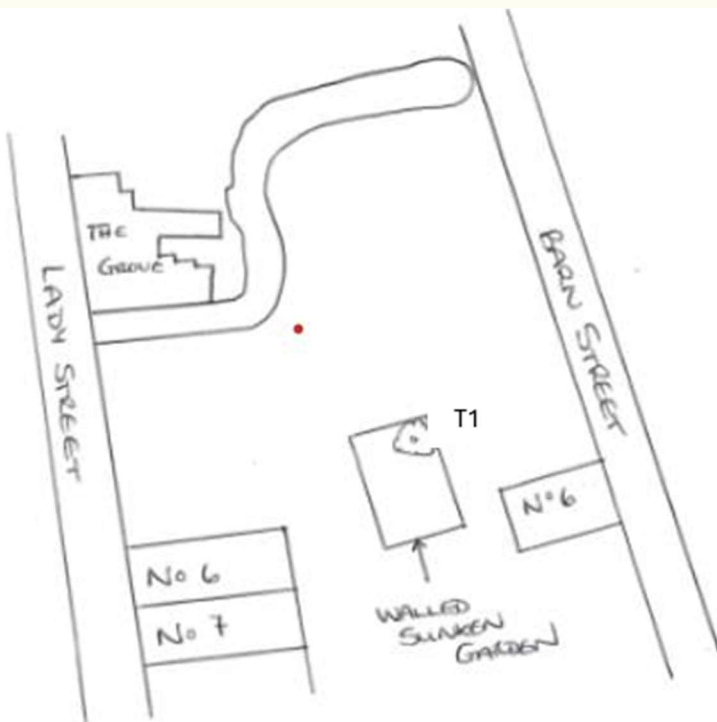
### Planning Applications for consideration at LPC meeting on 6<sup>th</sup> November 2025

#### Notification of works to trees in a Conservation Area - (T1) Willow tree to fell to ground level, the tree is leaning on the wall, it also has an acute potentially weak fork and has outgrown the area

Show more description

The Grove 5 Lady Street Lavenham Sudbury Suffolk CO10 9RA

**Application. No:** DC/25/04304 | Received: Mon 29 Sep 2025 | Validated: Mon 29 Sep 2025 | Status: Awaiting decision




Willow trees can be pruned hard and recover well. Felling should be the last option. We propose that the tree is pruned back to reduce or remove the strain on the weak fork.

**Recommend refusal**



**Householder application - Addition of a first-floor Juliet balcony to the rear elevation and replacement of existing rotten wooden windows with wood-effect uPVC.**

Show more description 

One Bell House 46 High Street Lavenham Sudbury Suffolk CO10 9PY

**Application. No:** DC/25/04183 | Received: Fri 19 Sep 2025 | Validated: Tue 23 Sep 2025 | Status: Awaiting decision

This application is for works to a building in the conservation area, which is not listed.

The new first floor window and Juliet balcony face to the rear and are not visible from the street.

The side window would be visible from Parmenter Walk, but would not be obtrusive and would be uPVC sash windows to match existing style. We would prefer wooden framed windows.

**Recommend approval**



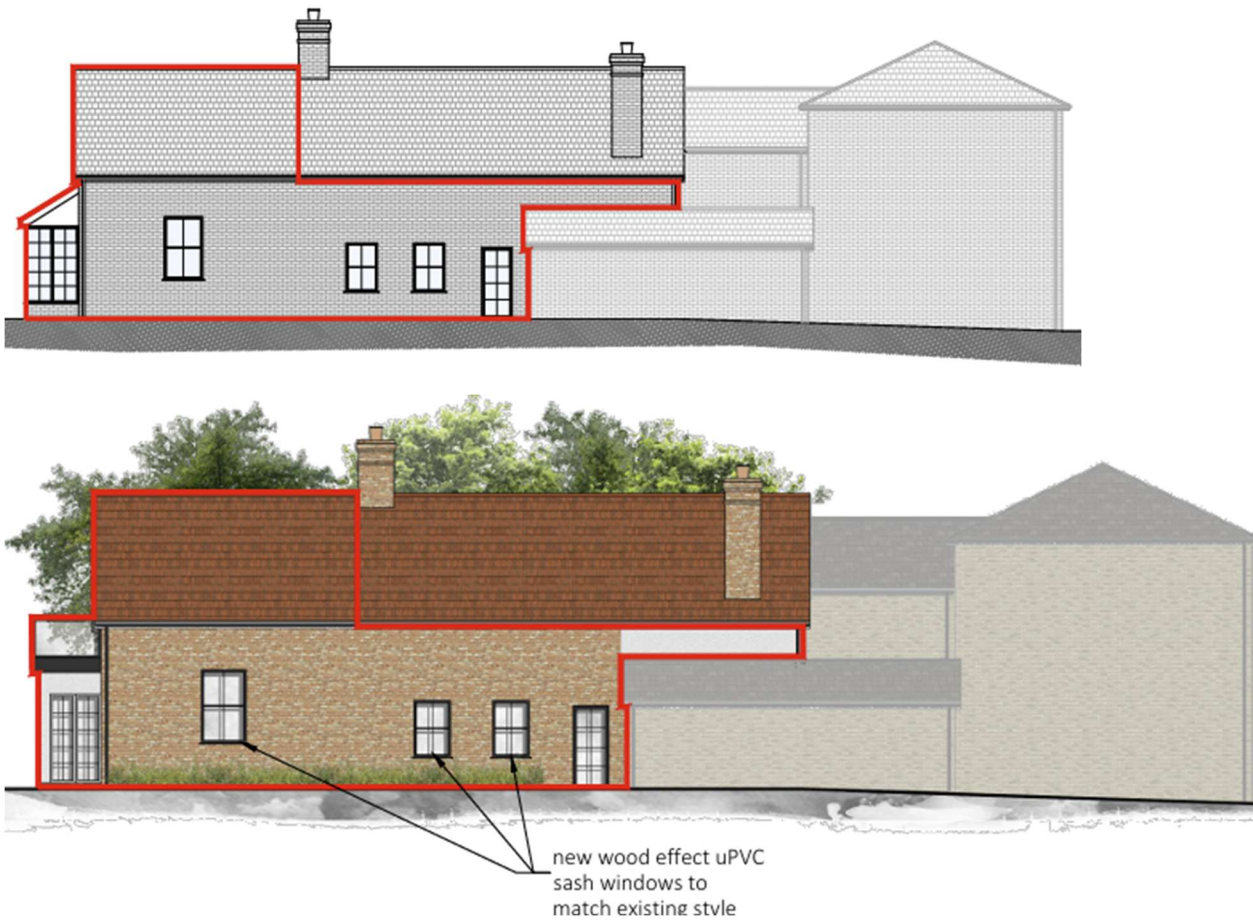
Front elevation – before and after – no change on frontage facing the street.



Rear elevation before & after



Side elevation – facing Parmenter Walk – before & after. Red line marks property boundary.





Side elevation view taken from Parmenter Walk. Note Dormer window is not part of the property



View from the High Street





**Notification of works to trees in a Conservation Area - Tree 1 - Silver Birch tree to fell there is extensive decay in the base of the tree**

Show more description 

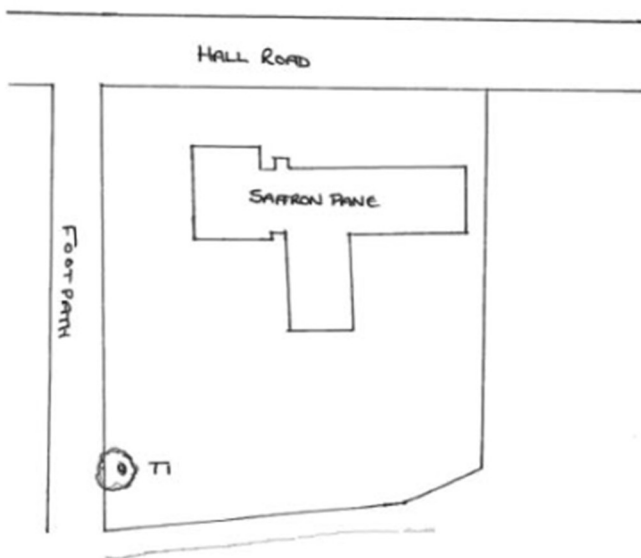
Saffron Pane Hall Road Lavenham Sudbury Suffolk CO10 9QU

**Application. No:** DC/25/04660 | Received: Mon 20 Oct 2025 | Validated: Tue 21 Oct 2025 | Status: Awaiting decision

This property is in the conservation area but is not listed. Tree has decay so understand it needs to be felled.

This tree is not covered by a Tree Preservation Order, but it is our recommendation that a replacement tree is planted.

**Recommend approval**



## Application for Listed Building Consent. Installation of fibre optic cabling.



Teazle Cottage 30 Water Street Lavenham CO10 9RN

**Application. No:** DC/25/04532 | Received: Mon 13 Oct 2025 | Validated: Tue 14 Oct 2025 | Status: Awaiting decision

Note from design & access statement is below. Negligible impact on the listed building

### Recommend approval

The proposed works will not alter or affect the fabric off the building in any significant way, comprising simply of tacking the fibre optic cable to the property with small pins at a location in which it will be barely visible, i.e. externally following the existing BT telecommunications cabling path and internal following the junction between the wall and ceiling. Entry to the building will be via a very small diameter hole drilled through the wall at the location where the present BT telecommunications cable enters the property, just above the front door.



**Application for Listed Building Consent - Installation of a temporary stair lift within the property allowing access to first floor. The structure for the rail runners will be supported off the stair treads.**

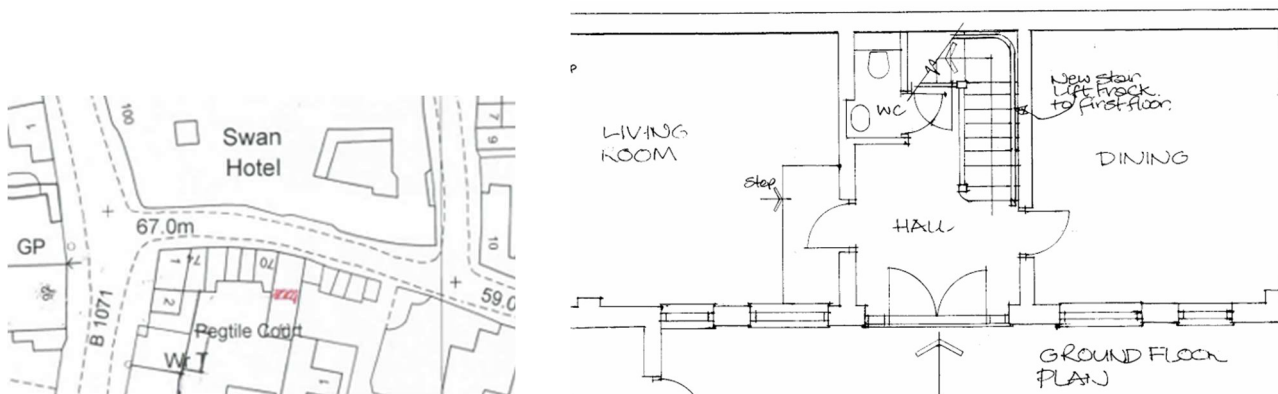
Show more description 

Pegtile Court 3 Church Street Lavenham Sudbury Suffolk CO10 9QT


**Application. No:** DC/25/04396 | Received: Wed 01 Oct 2025 | Validated: Mon 20 Oct 2025 | Status: Awaiting decision

This building is listed & in the Conservation Area. The Stairlift will be attached to the staircase & not affect the structure of the building. It is a temporary installation.

**Recommend approval**




## Householder Planning Application - Demolition of existing dilapidated lean-to shed and replacement with a lean-to greenhouse within existing footprint

Show more description 

Market House 35 Market Place Lavenham Sudbury Suffolk CO10 9QZ

**Application. No:** DC/25/04341 | Received: Wed 01 Oct 2025 | Validated: Thu 02 Oct 2025 | Status: Awaiting decision

## Application for Listed Building Consent - Demolition of existing dilapidated lean-to shed and replacement with a lean-to greenhouse within existing footprint

Show more description 

Market House 35 Market Place Lavenham Sudbury Suffolk CO10 9QZ

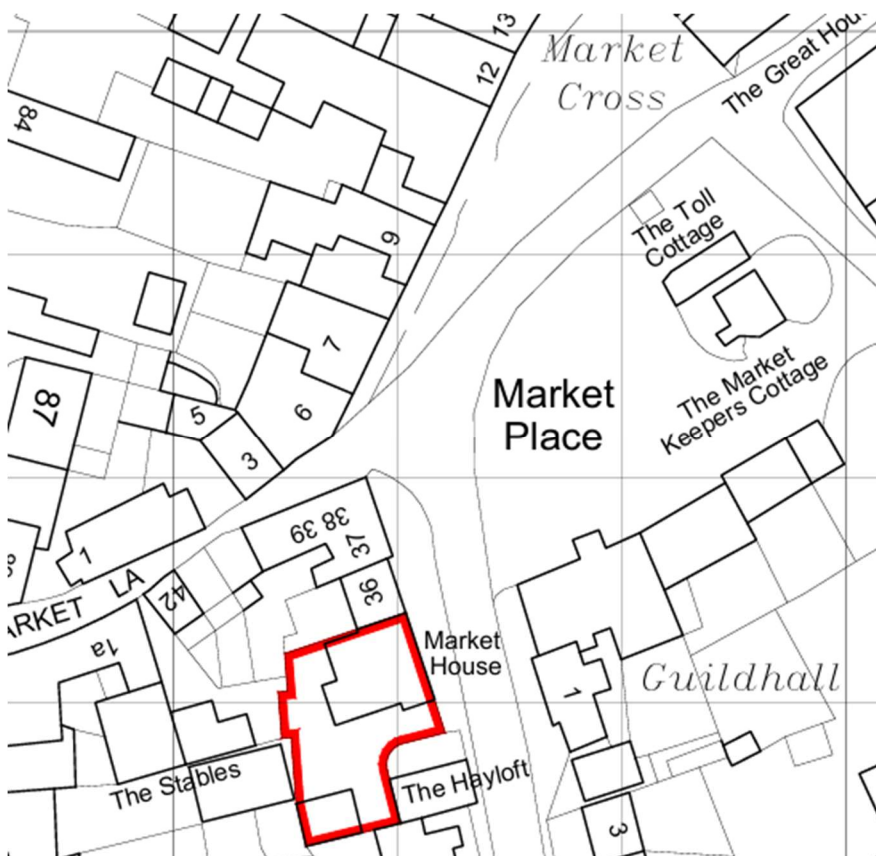
**Application. No:** DC/25/04342 | Received: Wed 01 Oct 2025 | Validated: Thu 02 Oct 2025 | Status: Awaiting decision

The property is listed and in the Conservation area in close proximity to the Grade 1 listed Guildhall so is in a sensitive location.

The proposed lean-to greenhouse occupies the same footprint and location as the old shed and is of a traditional style & would be painted Heritage White to match Market House. It is an appropriate improvement to the setting of a listed building and is compliant with the Lavenham Neighbourhood Plan policy D1.

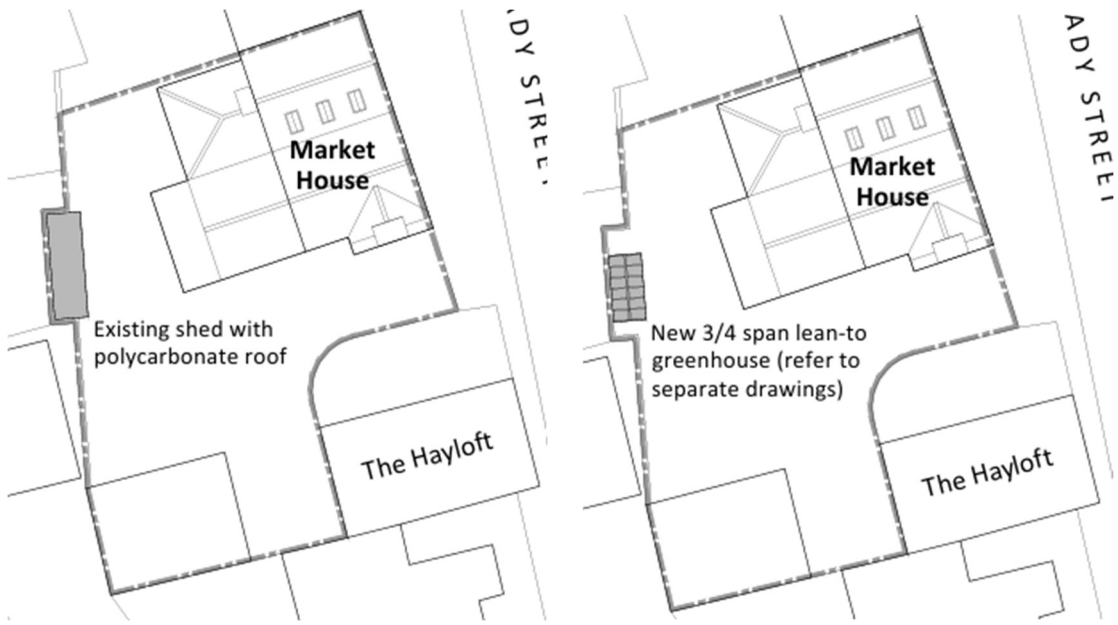
It is behind the property, and although visible from Lady Street at an oblique angle, does not affect the setting of other buildings in the vicinity so can be considered to be compliant to policy ENV1 & ENV2.

### **Recommend approval**





Before and after site plan

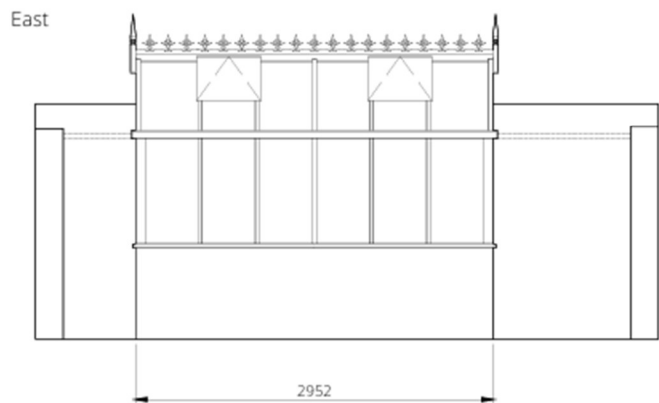
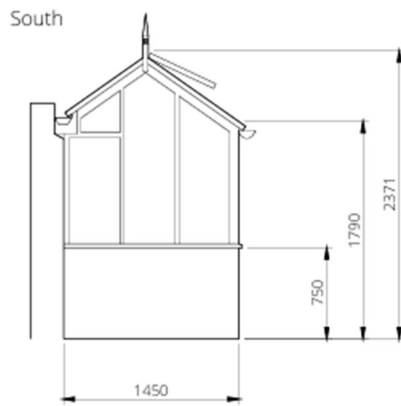


Existing lean to shed





# Proposed Lean to Green house



'Edwardian' 3/4 span lean-to greenhouse  
 Masonry rear wall (existing)  
 New brick base walls required (by others)

White painted Accoya timber framework  
 (gable ends, door, side, box section and finials)  
 Matching white powder coated aluminium roof  
 Cast aluminium powder coated cresting  
 Steel powder coated gutters  
 4mm toughened glass throughout  
 Brass door handle  
 Automatic roof vents

**Discharge of Conditions Application for DC/25/01319 - Condition 3 (Internal Elevations) Condition 4 (Agreement of Flooring) Condition 5 (Agreement of Staircase) Condition 6 (Agreement of Doors)**

Show more description

79 High Street Lavenham Sudbury Suffolk CO10 9PT

**Application. No:** DC/25/04336 | Received: Tue 30 Sep 2025 | Validated: Thu 02 Oct 2025 | Status: Awaiting decision

The proposed Internal materials that were required to be specified are shown below. They are appropriate replacements

**Recommend approval**

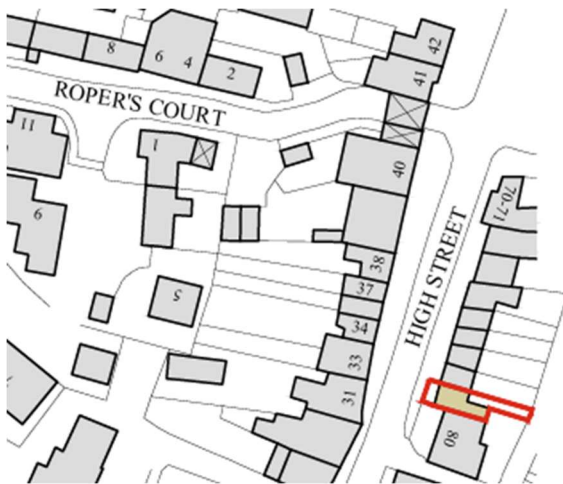
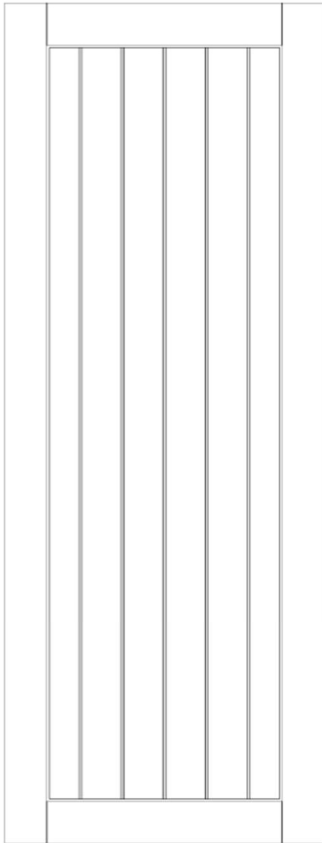
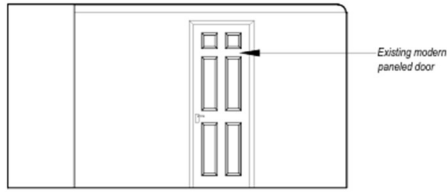


Photo Showing Modern Pine T&G Flooring From New Stair Void To Be Re-used To Infill Existing Stair Void

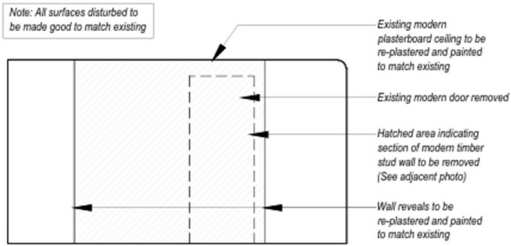
Proposed internal door to be fitted in new studded wall



*Internal Door Elevation*  
*Suffolk style in oak*



Existing Wall Elevation



Proposed Wall Elevation

Note: All surfaces disturbed to be made good to match existing

Existing modern paneled door

Existing modern plasterboard ceiling to be re-plastered and painted to match existing

Existing modern door removed

Hatched area indicating section of modern timber stud wall to be removed (See adjacent photo)

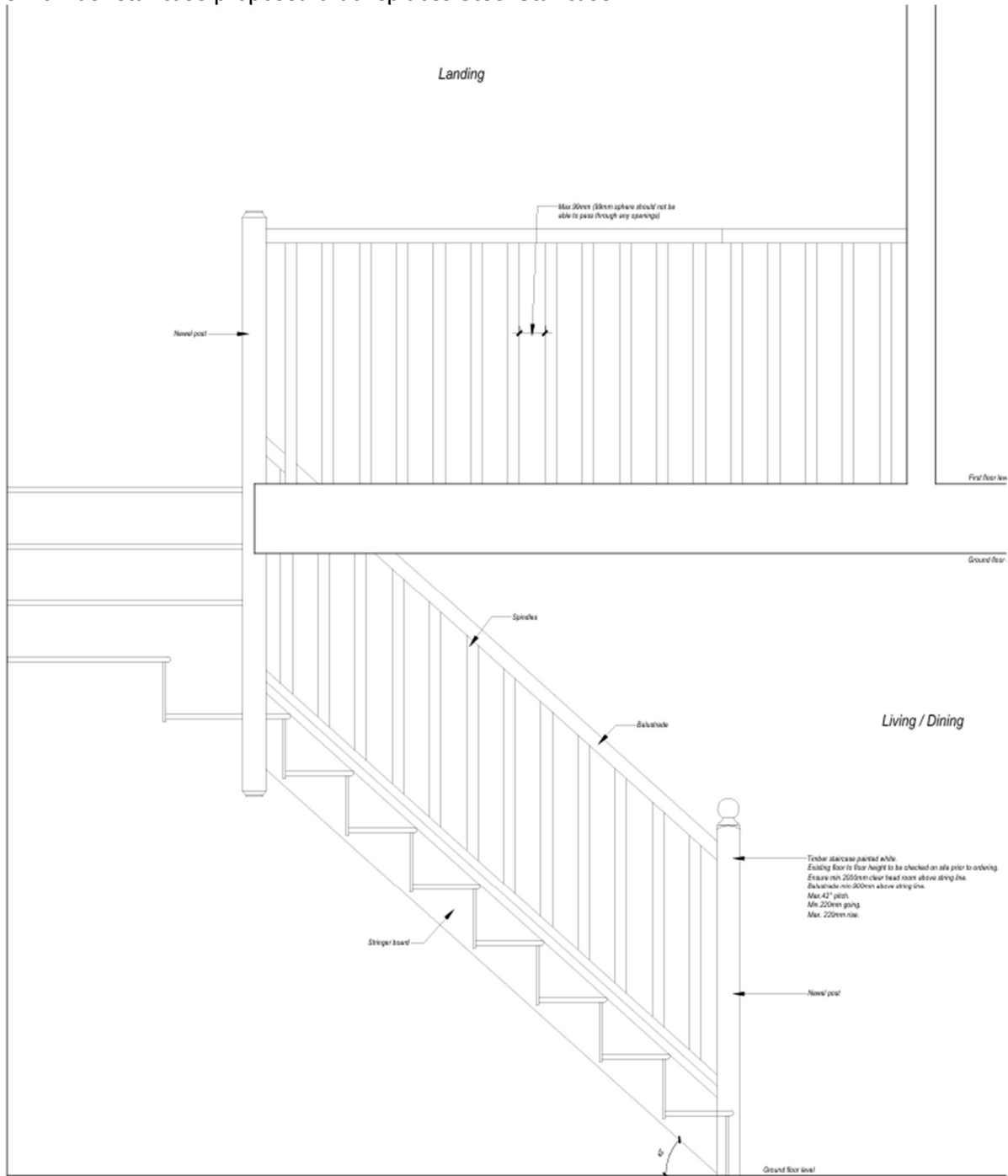
Wall reveals to be re-plastered and painted to match existing



**Wall Elevations**  
**Scale: 1:50**



New timber staircase proposed that replaces Steel Staircase



## Planning Application - Proposed replacement entrance gates



The Hall Hall Road Lavenham CO10 9QX

**Application. No:** DC/25/04033 | Received: Wed 10 Sep 2025 | Validated: Mon 13 Oct 2025 | Status: Awaiting decision

## Application for Listed Building Consent - Proposed replacement entrance gates

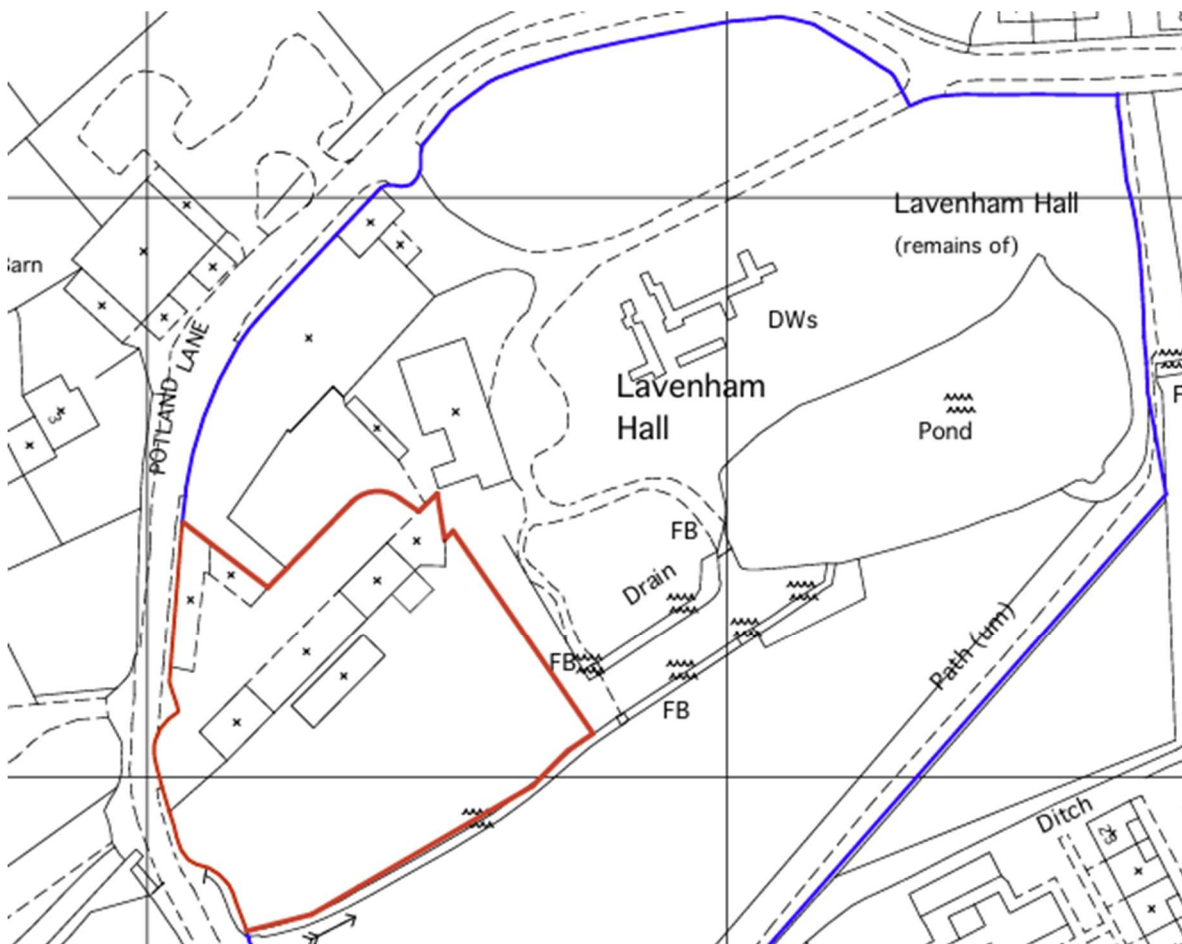


The Hall Hall Road Lavenham Sudbury Suffolk CO10 9QX

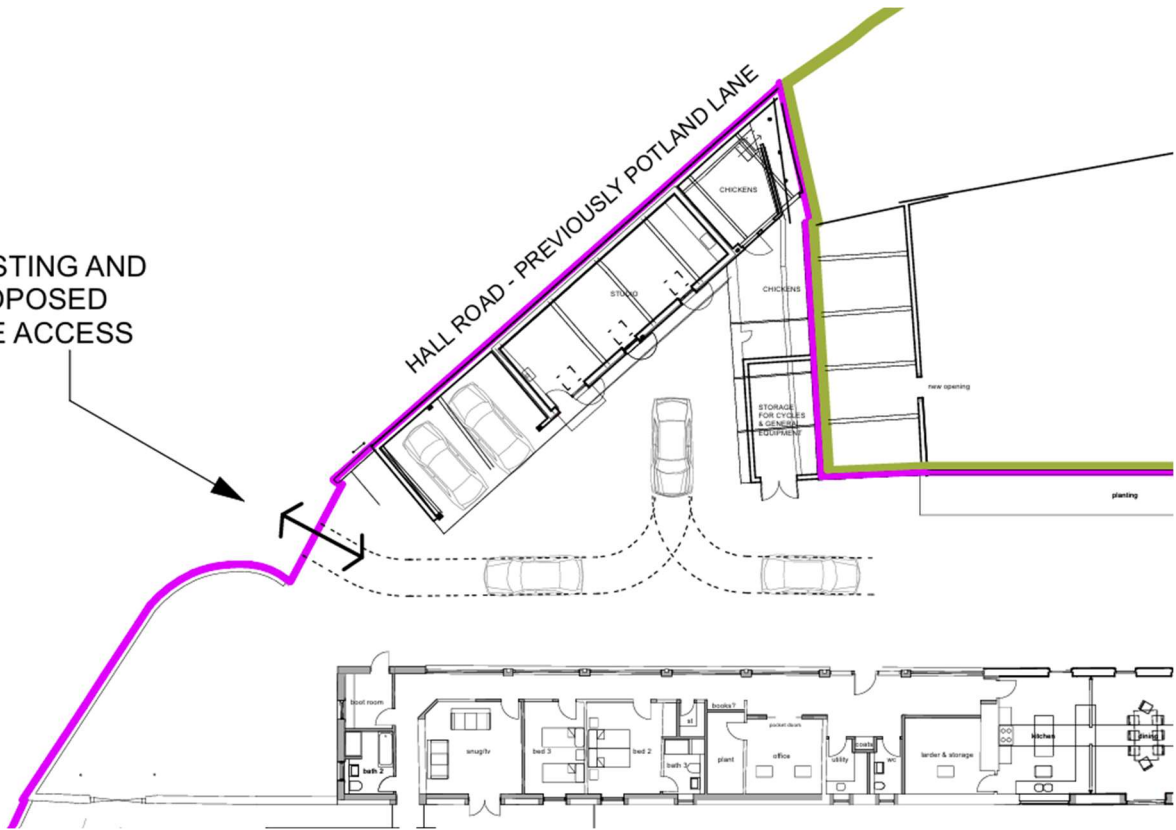
**Application. No:** DC/25/04034 | Received: Wed 10 Sep 2025 | Validated: Mon 13 Oct 2025 | Status: Awaiting decision

The current gates are not original. The proposed gates will give increased security and privacy. They are not detrimental to the location

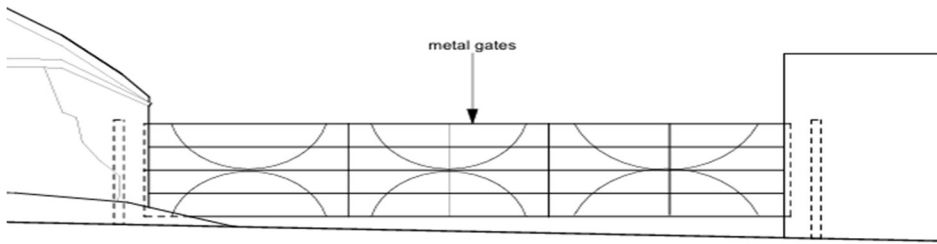
### **Recommend approval**



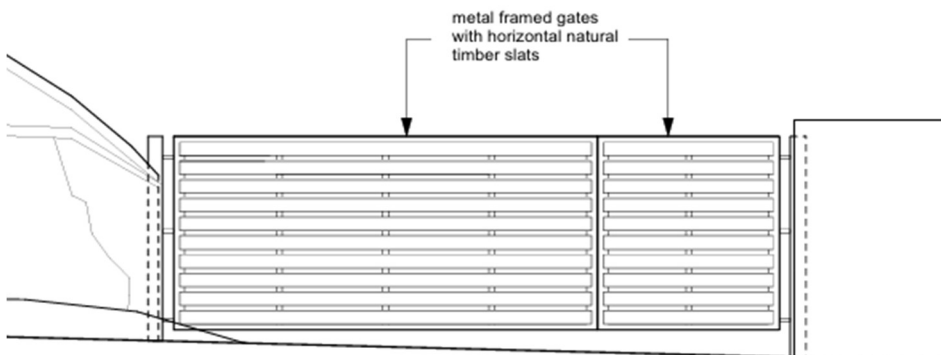
EXISTING AND  
PROPOSED  
SITE ACCESS



## Existing gates



## Proposed gates



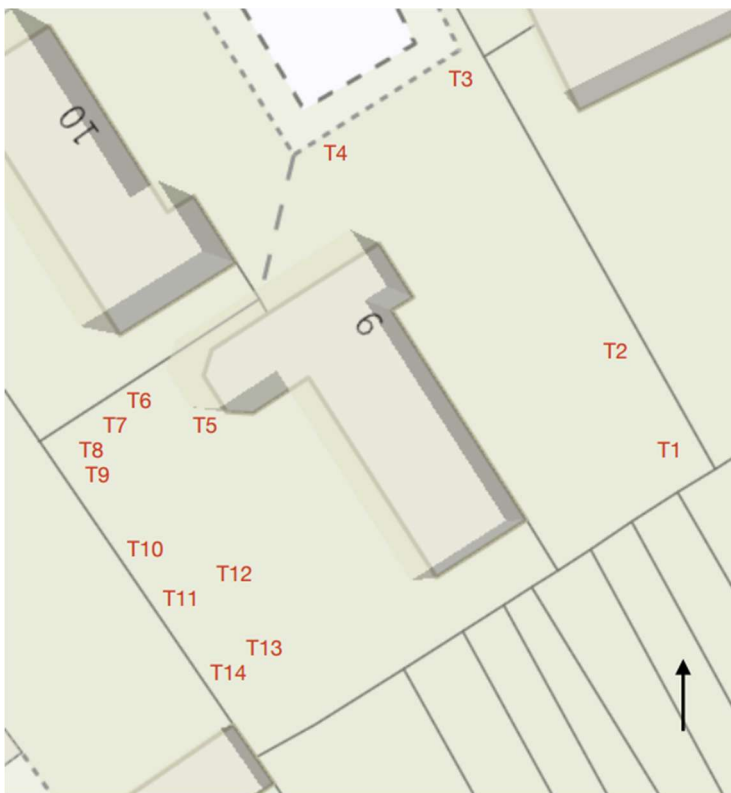
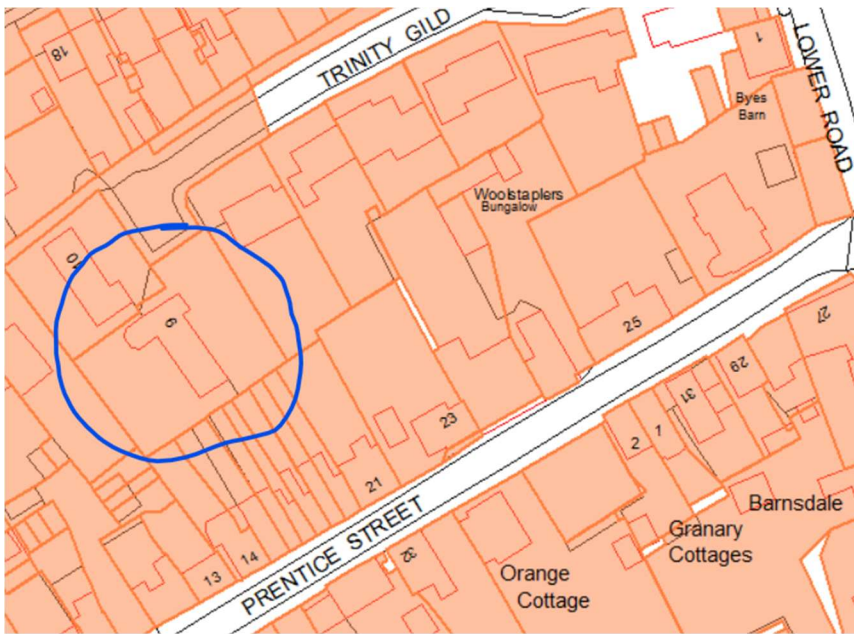


**DC/25/04724** | Notification of works to trees in a Conservation Area - As per site map and specification provided. | 9 Trinity Gild Lavenham Sudbury Suffolk CO10 9RP

**Application. No:** DC/25/04724 | Received: Thu 23 Oct 2025 | Validated: Fri 24 Oct 2025 | Status: Awaiting decision

Various works as described on the document attached to the application.

This was not received in time for consideration by the Planning Working Group so a decision will be made that the meeting.



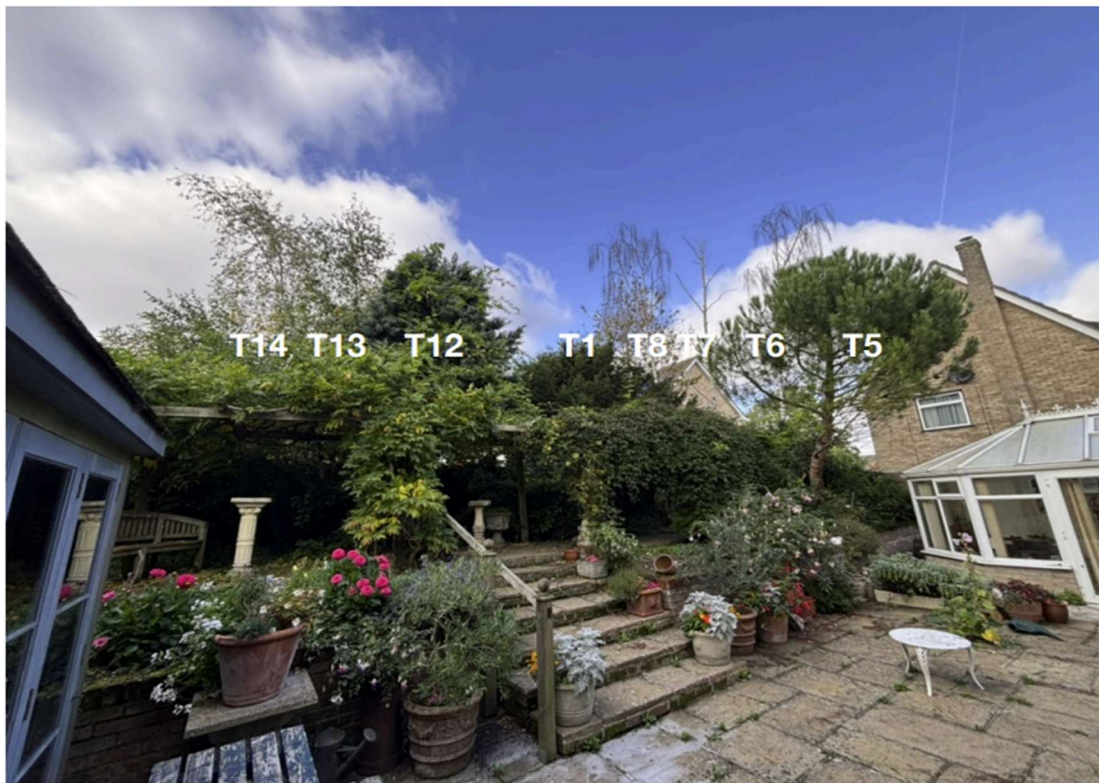


## Specification of work

Tree no.	Species	Specification	Justification
T1	Silver Birch	Carry out crown reduction to reduce the crown height and spread by 3m.	All works are proposed as per the client specification in order to manage the trees within the urban garden and to help reduce the impact on neighbouring properties.  T5 is proposed to be felled due to its heavy lean toward the conservatory.
T2	Damson	Carry out crown reduction to reduce the crown height and spread by 3m.	
T3	Cherry	Carry out crown reduction to reduce the crown height and spread by 3m.	
T4	Silver Birch	Carry out crown reduction to reduce the crown height and spread by 3m.	
T5	Pine	Fell to ground.	
T6	Silver Birch	Dead tree - fell to ground.	
T7	Silver Birch	Dead tree - fell to ground.	
T8	Silver Birch	Dead tree - fell to ground.	
T9	Cherry	Carry out crown reduction to reduce the crown height and spread by 3m.	
T10	Yew	Carry out crown reduction to reduce the crown height and spread by 3m.	
T11	Elder	Fell to ground.	
T12	Macrocarpa	Carry out crown reduction to reduce the crown height and spread by 3m.	
T13	Silver Birch	Carry out crown reduction to reduce the crown height and spread by 2m.	
T14	Silver Birch	Carry out crown reduction to reduce the crown height and spread by 2m.	

Rear & front of property

Photos showing the trees in the rear garden



**Householder Application - Addition of painted timber, pedimented doorcase surrounding the existing front door, architrave and cushion mould which are retained.**

Show more description

The Old Rectory Church Street Lavenham CO10 9SA

**Application. No:** AP/25/00066 | Received: Thu 25 Sep 2025 | Status: Appeal In Progress

**Application for Listed Building Consent - Addition of a painted timber, pedimented doorcase surrounding the existing front door, architrave and cushion mould which are retained.**

Show more description

The Old Rectory Church Street Lavenham CO10 9SA

**Application. No:** AP/25/00067 | Received: Thu 25 Sep 2025 | Status: Appeal In Progress

The Appeal letter issued by the Babergh Planning Inspectorate Case officer states additional comments can be made and the timetable – see extract below.

Our comments made in the application DC/25/03023 still stand – see the extract below. The appeal statement addresses the Babergh Planning Officer’s reasons for refusal.

**The Planning group has not considered if any additional comments are required; this will be discussed at the meeting.**

**Timetable**

The following documents must be sent within this timetable.

**By 29 October 2025**

You must notify any person who was notified or consulted about the application in accordance with the Act or a development order and any other interested persons who made representations to you about the application, that the appeal(s) has been made. You should tell them:-

- i) that any comments they made at application stage will be sent to me and the appellant(s) and will be considered by the Inspector (unless they withdraw them within the 5 week deadline). If they want to make any additional comments they must submit 3 copies within 5 weeks of the starting date, **by 26 November 2025**. If comments are submitted after the deadline, the Inspector will not normally look at them and they will be returned;

Our previous comments to the application DC/25/03023:

**Comments**

With respect to the previous application the Lavenham Parish Council recommended that the timber pediment that was over the door (prior to its being removed by the current occupants due to the timber being in poor condition) be replaced by a replica.

In its previous response Council wrote that LNP 2016 Policy D1 states that 'that proposals must be sympathetic to the setting of any individual heritage asset. The Rectory front door can be seen from street and is located close to a Grade 1 Church. This Council considers the application to be in contradiction to Policy D1.

Council considers that this new application is a proposal for a much larger pediment with dummy columns on either side to give the appearance of columns, even though there is no portico and comments that there is no evidence that the building ever had a door surround of this size.

Council considers that this proposal is changing the character of view of the front of the building and although it does not project from the front of the building the visual aspect would be significantly changed. The removed pediment was original and reflects the history of this building and should be replicated and replaced as suggested by the pre-application advice in DC/24/00744. No evidence was provided that a larger pediment and door surround was ever present on the building.


LNP 2016 Policy D1 states that 'that proposals must be sympathetic to the setting of any individual heritage asset. The Rectory front door can be seen from the street and is located close to a Grade 1 Church. This Council considers the application to be in contradiction to Policy D1.



## Lavenham Parish Council Planning Group.

### Planning Applications for consideration at LPC meeting on 6<sup>th</sup> November 2025

#### Class R - Change of use from agriculture to flexible use including agile meeting, coworking spaces, and a cafe. (7 day response)

Show more description 

The Poultry Farm Brent Eleigh Road Lavenham Sudbury Suffolk CO10 9PE

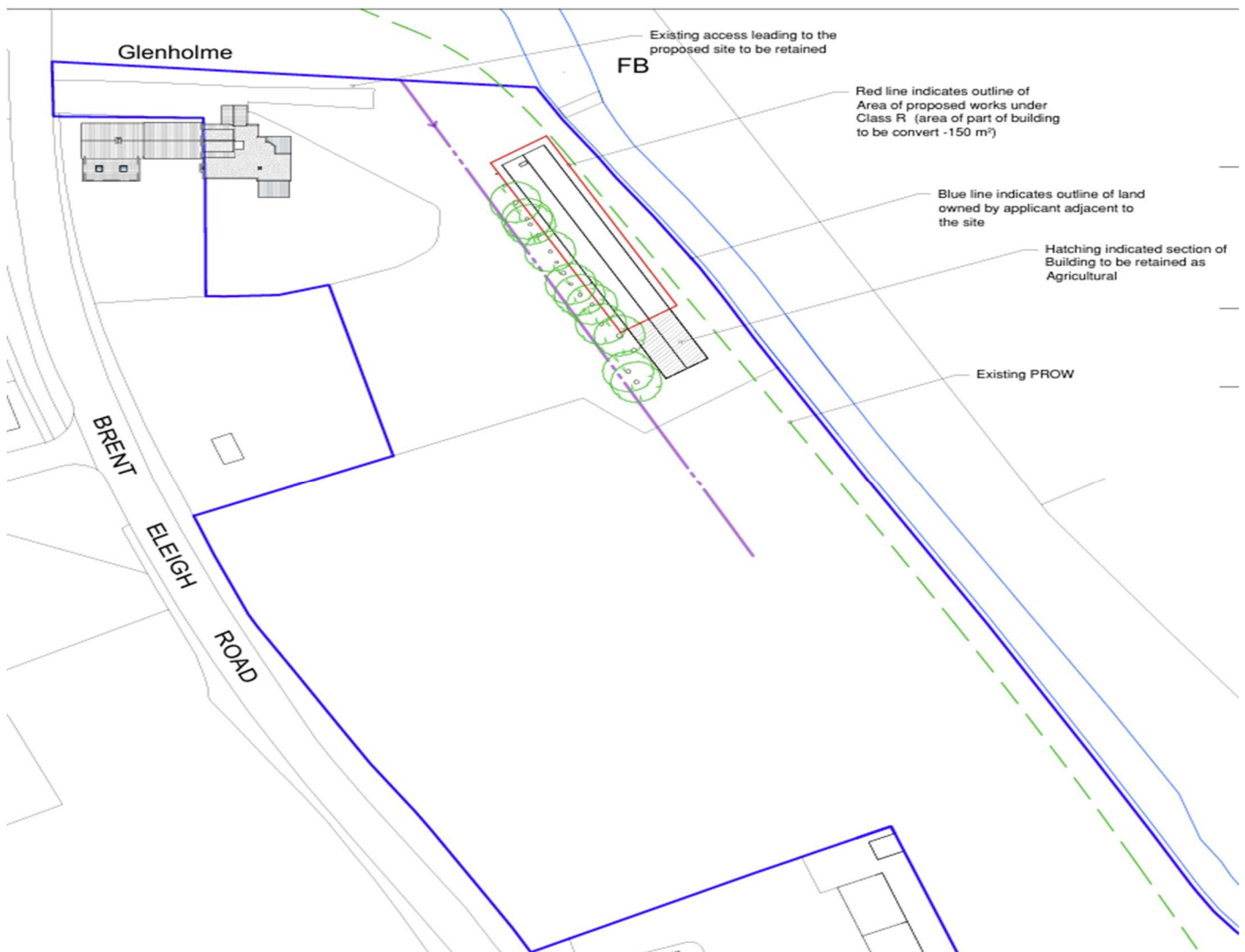
**Application. No:** DC/25/04498 | Received: Wed 08 Oct 2025 | Validated: Wed 08 Oct 2025 | Status: Decided

This application super-cedes application DC/25/03618, which has been withdrawn – see email below.

As this was a 7-day response and has been confirmed as a “permitted development” the LPC was not consulted.

Details of the development are provided for public information.

Note: existing access will be used and the change of use is limited to 150m<sup>2</sup> of the existing building area.



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**From:** Pippa Mullan <[REDACTED]>  
**Sent:** 08 October 2025 15:30  
**To:** Marianna Hall <[REDACTED]>  
**Cc:** Dan Cole <[REDACTED]>; chris robinson <[REDACTED]>; David Steel  
**Subject:** Re: DC/25/03618

Hi Marianna  
Thanks for your call.  
I confirm that I wish to withdraw the above application.

Please may I advise you that under The Town and Country Planning (General Permitted Development) (England) Order 2015 section R.3 we will be looking to change the use of part of the agricultural building on the site of Poultry Farm with an area of 140 square meters. This is reflected in the attached plan.

For Ease of Reference:

R.3—(1) Before changing the use of the site under Class R, and before any subsequent change of use to another use falling within one of the use classes comprising the flexible use, the developer must—

(a) where the cumulative floor space of the building or buildings which have changed use under Class R within an established agricultural unit does not exceed 150 square metres, provide the following information to the local planning authority—

(i) the date the site will begin to be used for any of the flexible uses; 8/11/2025

(ii) the nature of the use or uses; Agile meeting and coworking spaces and a cafe.

(iii) attached is the plan indicating the site and which buildings have changed use;

The remaining 52 square meters of the building will be separated and will be used solely for agricultural purposes which will include the established use of poultry farming, storage of agricultural produce and a workshop.

We will commence develop works in line with notice.

Cc'ing in David in case Lavenham parish council contact him!

Please can you register this notice as appropriate

Many thanks  
Pippa

**Repair to Churchyard wall**

**Background:**

In late September 2025 Rev Simon Pitcher showed the Clerk damage to the front wall of the Churchyard.

The Clerk asked whether the Church, would through the contacts of Mr David Deacon, be able to obtain quotes for the repair.

Consequentially Mr David Deacon has very helpfully provided two quotes from local businesses for the repair.

**REF :- ST PETER AND ST PAUL'S CHURCH, CHURCH STREET, LAVENHAM, CO10 9SA**

**REPAIR WORK TO SOUTH/EAST CORNER OF CHURCH YARD:-**

**CLEAN UP REMAINING BRICK WORK TO DAMAGED WALL AND VERY LOCALLY MAKE GOOD ANY LOOSE BRICKS,  
CLEAN UP AND SALVAGE BRICKS/COPING BRICKS FROM DEMOLISHED WALL,  
REBUILD WALLS AS ORIGINAL.**

**Replacement Bricks allowed – 30No**

**Replacement Copings allowed – 1no**

**LAB / MAT     £ 895.00**

**If more bricks/copings are needed these will be charged accordingly, but we should be somewhere around this number.**

**Works – Repair vehicle damage to wall**

**Schedule**

Clean and sort fallen bricks for re-use

Re-build the wall using traditional lime mortar and using original bricks where possible, where new bricks are required soft reds will be used to match the existing.

Remove and dispose debris and rubble.

\*Curing time for lime mortars may vary depending on weather conditions and humidity levels, each coat must be fully cured before the next can be applied.

**Labour and Materials Total     £875.00**

**Further Background:**

Council could make an insurance claim for this. The excess would be £100 or so.

An insurance claim is not the preferred action:

- A) Any claim would likely result in higher future premiums.
- B) Any claim would certainly delay the works.
- C) In many ways the Church is the custodian of this important site, it is extremely important that they are happy with the quality of the work.
- D) Making an insurance claim might lead to a cheaper non-local contractor being asked to do the work so reducing the level of supervision concerning the quality of the work that Mr Deacon and the Church are able to exert.

The Parish Council is under no obligation to obtain three quotes as this expenditure is below £1,000.

For expenditure between £1,000 and £3,000 the Council shall strive to obtain three quotes.

**Motion:**

**That Council asks Mr Deacon to engage one of the Contractors who have quoted at a maximum cost of £1,000.**

Closed Church Yards: Power to maintain LGA 1972 , s.215.



## Tree Maintenance

### Background:

At the October Meeting of Council, the Clerk informed Councillors that:

*'The Tree survey was done this week and the quote will shortly be received from the Councils contractor. We covered First Meadow, the Playing Fields and the Cemetery. It is anticipated that at least two trees will need to be urgently felled and a number of trees quickly pruned for safety reasons in addition to other routine maintenance tasks. The survey of the Churchyard remains outstanding. The costs of any tree work required in the Playing Fields will be the responsibility of the Community Council but the costs of works in First Meadow, the Cemetery and the Churchyard will fall to the Parish Council'.*

Quotes for the work have now been obtained from the Councils retained Contractor for the works.

Councillors should be aware that this retained Contractor has for at least the last 9 years maintained records and maps of the trees which are the responsibility of the Parish Council.

As previously reported this inspection is long overdue, the regular inspections are some years overdue having not been done since the start of the Covid epidemic.

This extensive and costly work is the resolution of a backlog.

The Detailed Quotes and Tree Maps, for reasons of length, are contained in the Appendix.

#### **a) First Meadow: £5,600**

This works includes:

Urgent safety work to trees near the Play Area cost £2,200.

Urgent safety work to trees overhanging footpath forcing users to 'duck' cost £800.

Urgent safety work felling a dead tree adjacent to a Footpath cost £600.

#### **b) Cemetery £3,130**

This work includes felling a dead tree £1,200.

#### **c) The Churchyard £7,550**

This work includes

Urgent safety work to large cedar £3,700.

Safety work to trees overhanging footpath £800.

#### **d) Recreation Ground £2,850**

This work is the responsibility of the Community Council and includes £900 of work to the Silver Maple Trees growing above the main footpath into the Recreation Ground.

This quote will, as has been standard practice, be passed on to the Community Council with a request that it be actioned.

## **Further Background:**

The Standing Financial Regulations Paragraph 11.1 h) says that Council must obtain 3 quotes for work of such value unless the work to be executed constitutes an extension of an existing contract by the Council.

Council undoubtedly has a long relationship with the Contractor who has for many years invested time and money in the project, is the holder of all the records and knowledge concerning the trees and has long exhibited high quality workmanship but there is certainly no written contract.

The Standing Financial Regulations Paragraph 18.2 says: 'The Council may, by resolution of the Council, duly notified prior to the relevant meeting of Council, **suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all members of Council**'. Council therefore needs to **consider the risks** of appointing this supplier. The risks are:

Reputational. Council may face criticism that required procurement best practice has not been followed and that there is no evidence that Value for Money has been achieved. At worst Council may face allegations of corruption.

Legal. The appointment of the supplier could be questioned by the Internal Auditor and included in their report which will then be reviewed by the External Auditor. Both these reports have to be publicly displayed.

## **Reasons for Suspension:**

Some of this work is urgently required and for safety reasons. Obtaining further quotes will delay the work by at least one or two months.

Council is responsible for the stewardship of these important community assets. Alternative suppliers do not have the longstanding knowledge of these trees and this land that this supplier has.

Alternative suppliers and all are very busy, it is not a buyers' market.

We have a good working relationship with this supplier.

## **Motion:**

Council suspends Standing Financial Regulations Paragraph 11.1 h) having considered the reasons for and against the selection of this supplier and having considered the assessment of the risks arising from the appointment of the proposed supplier consequent of the procurement process followed.

Council approves the appointment of Suffolk Tee Services to carry out the quoted work to First Meadow, the Cemetery and The Churchyard at a cost of £16,280 with the cost charged to Neighbourhood Cil.

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Closed Church Yards: Power to maintain LGA 1972 , s.215.

Cemeteries and crematoria: Power to acquire and maintain; Open Spaces Act 1906 ss.9 & 10;

Recreation Power to acquire land for recreation grounds; public walks; pleasure grounds and open space; and to manage and control them: Public Health Act 1875 s.164; LGA 1972 sch.14 para27; Public Health Acts Amendments Act 1890 s.44; Open Spaces Act 1906 ss.9 and 10

## Lavenham Neighbourhood Plan Revision Group 2025

Steering group meeting 28<sup>th</sup> October 2025, at Tenterpiece

**Attending:** Michael Sherman (Chair), Danielle Twitchen, Tracey Brinkley, David Theobold, Carroll Reeve

**Apologies:** Alison Bourne, Ryan Cracknell, Savannah Bourne, Jack Norman, Charles Posner

**Minutes** of previous meeting agreed.

**Matters arising:** Full SHLAA now deferred by BMSDC until second call for sites made in the New Year. Survey document was made available to the PC Clerk on the Monday preceding the last PC meeting. This was not circulated. Leaving M Sherman to circulate to the PC in early September.

**Financial update:** Invoice from lead adviser sent to Clerk for payment, confirmation awaited that this has been paid (£1,016).

### **Budget:**

A Budget for the NP Revision process had been circulated. This was discussed. The need to accelerate the production of base line data was highlighted.

There may be variables as with all budgets. In particular, the attitude of parish councillors and any changes in regulations and good practice. It was agreed to submit this to the PC.

In summary it amounts to £33,535, over a 3/4-year period. An interim budget of £15,000 had been agreed with the PC previously. This covers the need to produce a wide range of information to ensure that a qualitative information base is available from which the production of a robust NP will follow.

### **Draft Survey questionnaire:**

Points were raised by parish councillors at its meeting and afterwards. Bearing in mind that the document had been available for comment well in advance of their meeting it was at best unfortunate that it took some of them a month to respond.

Please remember that this survey document was produced by a specialist in this field of survey of work. It was tested by the NP Revision group, its lead advisor, and a pilot group of 20 households across the village (and from different walks of life and age groups).

In addition, previous reports and minutes of both the PC and this group were overlooked by some PC members.

### *General contextual observations on the PC comments*

The general aim of this survey questionnaire is to gain the views of the target audience, in our case village residents as a whole and to capture information relevant to them at this time.

An initial survey, however, does not preclude carrying out further surveys and seeking informed opinions in other formats, such as drop-in events. At this time, it needs to be recognised that the survey document needs to be focussed and short.

To avoid confusion and limit the size of this survey the open-ended box at Q7, will be removed and the ability for respondents to add a commentary by attaching a separate sheet of paper will be underscored.

A further point relates to the need or otherwise of adding a 'no opinion' or similar box to questions. This ignores good practice in the production of quality surveys. Empirical evidence based on tried and tested survey methodology frowns upon this as it accepts a lack of enquiry by respondents. In addition, a fifth and non-committal option may lead to a soft or easy response, bearing in mind that the objective is to elicit a view.

In any event, the survey offers the option to respondents of leaving or not completing a question, with the subtle message included in the instructions to 'Please try to answer all questions.'. This may be too subtle for some and could again benefit from underscoring or reinforcing. At least one parish councillor agreed with this sentiment at the 2<sup>nd</sup> October PC meeting.

Some parish councillors considered that the NP Revision should be delayed until the JLP was complete. This ignores the need to react in a timely manner to the JLP as it evolves and from a factual base.

#### *Specific questions by PC members*

Some parish councillors thanked the Revision group for the opportunity to reflect upon the survey document.

A councillor raised at the October meeting the need to include defined views and heritage assets. Defined views are included within the adopted Landscape Assessment, so do not need to be included in the survey document. None of the questions are limited to heritage assets and thus include all assets/buildings. In addition, heritage assets are already protected by other existing mechanisms.

In March BMSDC issued at a presentation (not attended by any Lavenham parish councillor) heavily caveated raw data based on central government's aim to build 1.5 million new homes.

Fortunately, a member of the NP Revision team was invited, and to participate by giving a presentation. Two councillors have raised the issue of releasing this raw data. Raw data is just that raw: no more. At this time, we do not know the level of any new housing in Lavenham.

There will, no doubt, be some, but to put a number on this is highly likely to be wrong and at this time confusing. It also runs risks of diverting attention away from the aim of the survey. Central government's *target* above was known before the NP2 document was issued and no reference was included in that or any related document.

A parish councillor asked why a new school site should be included in Q4. Bear in mind that our existing school is full to capacity. The catchment area is also larger than this parish and covers a wide geographic area. Failure to consider a new school could be viewed as short-sighted. Children from Lavenham already attend schools outside the village.

The inclusion of a care home option within Q4, will be included.

We will reinforce the nature of this survey which is aimed at residents and residential use. The introduction to the survey will be drafted to make this clear. Reference to wider economic activities is less relevant and may be covered in a specific survey drafted with the business community.

It was suggested that the status of Lavenham parish remaining as a village or a town be included. Legally, it makes no difference. This may be something the parish council wish to progress. Especially, as it requires a full explanation and may require a referendum.

At Q3 the word 'should' is seen as ambiguous and this will be redrafted.

A general point was made about future infrastructure and services/amenities. This survey is not aimed at addressing all issues at this time. Further down the line and once the NP Revision has progressed: these issues can be addressed.

Punctuation will be addressed across the survey document.

It was agreed that the survey would now need to be delayed until the New Year. The survey process includes drop-in events and newsletters to help deliver a high return rate. Taken in the round by pushing it back would avoid the darker nights and the Christmas period.

#### **AoB**

It was proposed by M Sherman and seconded by D Twitchen to ask R Cracknell to stand down from this group, as he had yet to attend a meeting.

To distribute a Newsletter before Christmas to residents and include it in Lavenham Life.

**Next meeting:** to be arranged.

## Lavenham Neighbourhood Plan Revision - Budget (£) - October 2025

This budget is based on information and explanations available at October 2025. As with any budget as circumstances change the budget may vary.

Annual timings of spend are unclear due in the main to two factors. The first relates to the attitude of the parish council and how it responds to the process and the second is any change in regulations and best practice. Thus, any underspend in one year will be carried forward. Inflation has been excluded as has VAT (which is recoverable).

Central government grant funding ceased in July 2025. Parish held CIL funding is, however, available for NP work. Where relevant work carried out for NP2 is available this will be used.

However, available records advised to date, appear thin and some preparatory work not undertaken, such as land and housing assessments (by AECOM), albeit that full grant funding was available through Locality at the time. Similarly, a complete base line document providing demographic and socio-economic data was not undertaken (unlike the 2016 Plan), becoming a Demographic and Socio-Economic Review.

As has previously been advised the substance of the Landscape Character Assessment (including defined views) and Design Guide will be retained.

Total by year	
25/26	5,000
26/27	15,000
27/28	13,535
	33,535

Professional fees Lead advisor	
Residential survey	
Initial community engagement	980
Review of NP2 policies	980
Potential development site identification, SHLAA & Housing Needs Assessment	735
Site master-planning and community engagement	2,940
Draft NP preparation	2,450
Pre-submission consultation	1,960
Strategic Environment Assessment	2,940
Submission of NP	980
Examination and referendum	3,430
Other	490
	Sub-total
	17,885
Design Guide consultant	
Workshop	500
Site master-planning guidance	1,000
	Sub-total
	1,500
Landscape architect	
SHLAA suitability and land assessment	2,100
Site master-planning	525
	Sub-total
	2,650
Statistical advisor	
Demographic and Socio-Economic Review – base line document	2,000
Community Action Suffolk Housing Needs Survey	3,000
Printing & display costs	4,500
Mileage charged and sundries	500
IT	1,500
	Total
	33,535

**NP Revision - Agreed Interim Budget no time line**

	Misc	Room hire	Printing	IT	Prof fees	Total
<b><u>See below</u></b>	500	500	4,500	1,500	8,000	15,000

Professional fees						
To complete the questionnaire, consider the raw data on housing target emanating from BDC, and formulating an approach to site allocations, numbers and timing.						£5,000
Review of NP1 and NP2 policies and further policy drafting						3,000
IT: Website set-up, questionnaire hosting and input						1,500
Printing: Village information letters, questionnaire and village feed-back						4,500
Room hire						500
Miscellaneous						500
<b>Total</b>						<b>£15,000</b>

**Cost of NP2**

	Misc	Room hire	Printing	IT	Prof fees	Total
20/21			737.00	285.00	60.00	1,082.00
21/22	478.13	528.75	1,624.60	35.00	19,017.80	21,684.28
22/23	135.00	255.00	540.78	587.00	4,555.90	6,073.68
23/24			540.40	615.00	4,499.20	5,654.60
24/25		55.00	624.01	392.50	950.00	2,021.51
	613.13	838.75	4,066.79	1,914.50	29,082.90	36,516.07
Grants						(17,999.01)
<b>Net</b>						<b>18,517.06</b>



**Use of the Parish Councils Neighbourhood Community Infrastructure Levy Funds of £63,000.**

**Background:**

The Parish Council has £63,000 of such funds, £6,000 is committed to Green Willows Streetlight and so the expiry of the remaining £57,000 is:

£36,000 expires April 2028 and

£21,000 expires April 2029.

**Babergh Guidance:**

‘If the PC do not spend their CIL within 5 years of receipt the Infrastructure team may send the PC a repayment notice and the District will spend the CIL income on their behalf and in consultation with the PC. Exceptions may be made if the PC can show they have allocated their CIL income to a particular project for which they are accumulating funds before spending’.

‘PC must spend the CIL income they received from the District on the provision, improvement, replacement, operation or maintenance of infrastructure’.

**Clerks Comment:**

Councillors need to be aware that some projects take much time, particularly projects involving other bodies e.g. Suffolk Highways and we need to spend £36,000 in the next two years and a further £21,000 within three years.

**Purpose of this Exercise:**

To understand Councillors spending priorities to develop a plan to best use our £57,000 NCIL money before it expires and to help the Clerk prepare the 2026/27 Budget.

Councillors are asked to rank each project. Should the motion to accept the quote for tree work and charge that cost to Neighbourhood Cil the Tree project will be ranked as Priority 1.

This exercise does not make any spending decisions.

Item	Suggested Projects	Likely Cost	Ranking
1	Tree work	£15,000	
2	Neighbourhood Plan	£33,000  To include re-categorising the £15,000 included in Income and Expenditure 2025/26 to NCIL to protect Council reserves.	
3	Neighbourhood Plan	£18,000  The additional expenditure not so far budgeted leaving the remaining £15,000 as a charge on Council reserves.	
4	Further Speed Indicator Devices	£5,000 each	
5	Lorry Management signs to the east of the village	Large signs are £10,000 each	
6	Reposition pedestrian gate to 1st Meadow and safety crossing on Brent Eleigh Rd	Zebra Crossings are £40,000	
7	Pedestrian safety measures such as Copenhagen crossings and narrowing junctions such as the Bears Lane junction with High St	Raised Junctions are £50,000	
8	White Entrance Gates at major entry points to the Village similar to Great Waldingfield and many other villages	Each £2,000	
9	Additional or replacement Play Equipment for First Meadow	Variable £20,000 would be sensible minimum budget	
10	Desire line paths and steps between Meadow Close and Cock Inn car park	£10,000	
11	Replacement Litter Bins	£500 each	
12	Additional Benches	£1,000 each	

### Neighbourhood Cil Notes:

The CIL Regulations 2010 as amended state that the PC must spend the CIL income they received from the District on:

- a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- b) anything else that is concerned with addressing the demands that development places on an area.

Examples of Infrastructure include Allotments, Roadside seats, Bins, Cemeteries, Closed Churchyards, Public Toilets, Recreation Grounds and Traffic Calming.

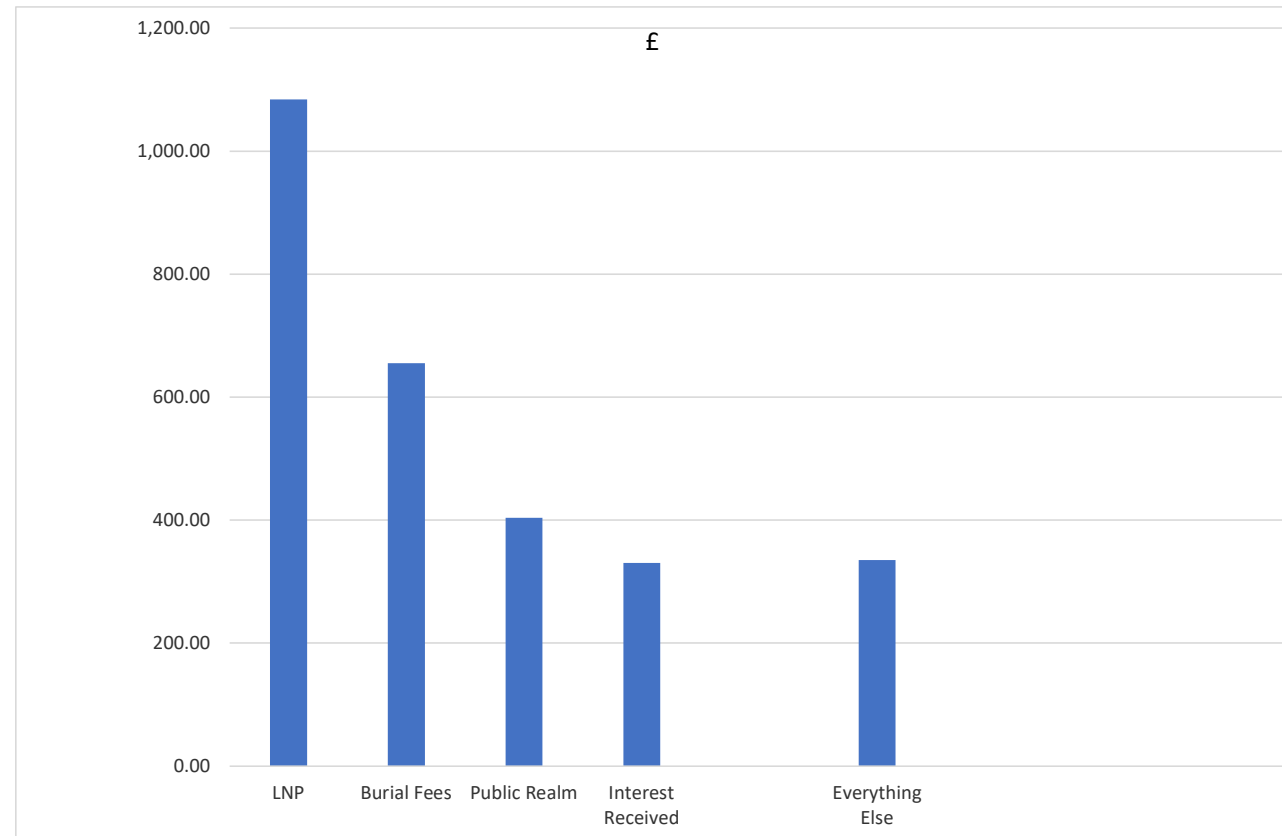
### District Cil Notes:

- a) Improvement or replacement of existing infrastructure as part of a project must include **additionality** (some significant tangible betterment of the existing facility otherwise it would be termed to be maintenance or repair)
- b) Minimum CIL Bid of not less **than £2,000** on Infrastructure submitted by all Infrastructure Providers and Parishes and Community groups.
- c) Maximum limit of £100,000 and **75% (of the total costs)** for CIL Bids (per project/CIL Bid) for infrastructure submitted by Parishes or Community groups
- d) Highway traffic calming and highway/traffic equipment - Both Councils agreed that highway traffic calming measures, pedestrian crossings, village gateway measures and speed reduction measures and traffic equipment are considered as part of the planning process when granting planning permission for development. These are the **Highways responsibility** and therefore fall outside the terms of the CIL Expenditure framework. The only exception to this is where funding is being considered for Active travel and LCWIP cycling and walking infrastructure project where it might be necessary to include a highway measure (e.g. like a pedestrian crossing) as part of the project in order to secure the required overall walking and cycling scheme (over and above any other highway measures that might be delivered by developments through s106 or under s278 of the Highways Act).
- e) Eligibility for green infrastructure (Infrastructure which reduces the carbon footprint) – currently EV charging points are supported for up to 100% of project costs with a community infrastructure threshold of £100,000 together with other types of community infrastructure such as District CIL funding for upgrades or additionality for community buildings (but not for repair or maintenance); for example, heating systems, toilet handwashing systems, better roof/wall insulation and roof lights and ventilation (which could replace use or need for air conditioning). Walking and cycling infrastructure through the pilot/period scheme (LCWIPs).

	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Actual YTD	Reforecast YTD	Favourable /(Adverse)	Notes
Precept	10,194.33	10,194.33	10,194.33	10,194.33	10,194.33	10,194.33	61,166.00	61,166.00	0.00	No variance
Babergh Cleansing Grant	1,111.11	1,111.11	1,111.11	1,111.11	1,111.11	1,111.11	6,666.66	6,666.66	0.00	No variance
Fixed Income	11,305.44	11,305.44	11,305.44	11,305.44	11,305.44	11,305.44	67,832.66	67,832.66	0.00	
Burial Fees	92.00	1,397.00	37.00	725.00	1,255.00	360.00	3,866.00	3,211.00	655.00	Variable depending on number of deaths
Car Park and Toilet Donations	233.97	271.05	221.80	276.55	257.70	300.55	1,561.62	1,523.37	38.25	Reduction 80% on prior year as anticipated
Other Donations	0.00	0.00	94.95	0.00	0.00	300.00	394.95	394.95	0.00	Hire of Lights and 1st Meadow Car Parking Income Hidden Gardens Sunday.
EV Charging Income	247.90	165.87	248.76	265.51	0.00	0.00	928.04	928.04	0.00	EV Inactive
Interest Received	400.00	548.06	400.00	400.00	530.06	400.00	2,678.12	2,348.06	330.06	Higher Interest rates continue
Variable Income	973.87	2,381.98	1,002.51	1,667.06	2,042.76	1,360.55	9,428.73	8,405.42	1,023.31	
Total Income	12,279.31	13,687.42	12,307.95	12,972.50	13,348.20	12,665.99	77,261.39	76,238.08	1,023.31	Variable depending on number of deaths
Management Costs	7,813.04	6,813.04	3,903.04	3,607.04	4,184.04	3,895.04	30,215.24	30,216.17	0.93	No legal spend since May, total spend est £8,000, of which £6,800 in this FY. Final Bill not yet received.
Office costs	733.32	818.14	976.68	649.68	724.68	711.26	4,613.75	4,739.57	125.82	Not significant
LNP	124.00	0.00	0.00	30.00	1,000.00	16.00	1,170.00	2,254.00	1,084.00	No LNP Accrual, all billed to date.
Costs of Democracy	0.00	0.00	2,073.00	-727.70	0.00	0.00	1,345.30	1,345.30	0.00	No variance
Street Cleaning and Green Maint	3,163.84	3,000.51	2,984.13	5,487.47	3,199.47	6,172.47	24,007.90	24,197.68	189.78	Includes completed felling of trees in cemetery
Public Realm	1,017.53	971.52	617.53	613.24	613.24	613.24	4,446.31	4,849.82	403.51	Water Pumps and other Maint work now being done
Toilet Costs	1,266.61	3,066.28	1,119.69	947.37	1,958.73	1,408.05	9,766.70	9,169.14	-597.56	Minor Maintenance Doors and Soap Dispensers
Water St	264.53	264.53	264.53	264.53	264.53	264.53	1,587.15	1,587.15	0.00	No variance
Community Events including Grants	375.00	500.00	0.00	0.00	350.00	1,500.00	2,725.00	2,955.00	230.00	Not significant
EV Costs	179.72	76.14	138.77	113.34	12.64	12.64	533.25	547.97	14.72	EV Inactive
Sinking Fund	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	6,000.00	6,000.00	0.00	No variance
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	333.33	333.33	Contingency
Total Costs	15,937.58	16,510.15	13,077.36	11,984.96	13,307.32	15,593.22	86,410.59	88,195.12	1,784.53	
Surplus/(Deficit)	-3,658.27	-2,822.73	-769.41	987.54	40.89	-2,927.23	-9,149.20	-11,957.04	2,807.84	

Type	£
LNP	1,084.00
Burial Fees	655.00
Public Realm	403.51
Interest Received	330.06
Everything Else	335.27

2,807.84



	April Actual Mth	May Actual Mth	Jun Actual Mth	Jul Actual Mth	Aug Actual Mth	Sep Actual Mth	Actual YTD	Reforecast YTD	Favourable /(Adverse)
Staff salaries and Other Consultancy Costs	7,674.04	6,774.04	3,774.04	3,474.04	3,774.04	3,795.04	29,265.24	29,476.17	210.93
Audit and Payroll bureau costs	139.00	39.00	129.00	133.00	410.00	100.00	950.00	740.00	-210.00
Management Costs	7,813.04	6,813.04	3,903.04	3,607.04	4,184.04	3,895.04	30,215.24	30,216.17	0.93
Telephone & broadband	83.93	78.04	78.04	78.04	78.04	78.04	474.13	474.13	0.00
Website Dev and .gov	104.80	184.80	64.80	64.80	64.80	154.80	638.80	548.80	-90.00
Accounting software & computer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Office Materials	9.99	20.70	11.24	11.24	11.24	11.24	75.65	93.17	17.52
Data Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subscriptions & Insurance	278.22	278.22	278.22	278.22	278.22	282.80	1,673.88	1,696.18	22.30
All Training/Cllr expenses	0.00	0.00	288.00	33.00	36.00	0.00	357.00	421.00	64.00
Room hire PC meetings	72.00	72.00	72.00	0.00	72.00	0.00	288.00	360.00	72.00
Office Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Digital mapping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parish Office business rates	101.05	101.05	101.05	101.05	101.05	101.05	606.29	606.29	0.00
Parish Office rent	83.33	83.33	83.33	83.33	83.33	83.33	500.00	500.00	0.00
Office Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00	40.00
Office costs	733.32	818.14	976.68	649.68	724.68	711.26	4,613.75	4,739.57	125.82
LNP Costs	124.00	0.00	0.00	30.00	1,000.00	16.00	1,170.00	2,254.00	1,084.00
Cost of Democracy	0.00	0.00	2,073.00	-727.70	0.00	0.00	1,345.30	1,345.30	0.00
Green Maintenance	1,178.86	1,137.23	1,137.23	1,137.23	1,337.23	1,137.23	7,065.01	6,865.01	-200.00
Tree Maintenance and Care	0.00	0.00	0.00	2,550.00	0.00	3,200.00	5,750.00	5,765.00	15.00
Street cleansing	1,478.84	1,478.84	1,478.84	1,478.84	1,478.84	1,478.84	8,873.03	8,873.03	0.00
Refuse collection bins & dog bins	371.00	232.92	232.92	186.25	221.25	221.25	1,465.60	1,488.93	23.33
Chapel Business Rates	135.15	135.15	135.15	135.15	135.15	135.15	810.88	810.88	0.00
All cemetery management	0.00	16.38	0.00	0.00	27.00	0.00	43.38	126.83	83.45
Play equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	268.00	268.00
Street Cleaning and Green Maint	3,163.84	3,000.51	2,984.13	5,487.47	3,199.47	6,172.47	24,007.90	24,197.68	189.78
Street furniture	400.00	353.99	0.00	0.00	0.00	0.00	753.99	1,153.99	400.00
Street Lighting energy	530.00	530.00	530.00	530.00	530.00	530.00	3,180.00	3,180.00	0.00
PWLB interest	87.53	87.53	87.53	83.24	83.24	83.24	512.32	515.83	3.51
Public Realm	1,017.53	971.52	617.53	613.24	613.24	613.24	4,446.31	4,849.82	403.51
Church Street energy	83.29	141.91	80.00	71.17	65.98	81.33	523.68	514.19	-9.49
Church Street water	0.00	399.03	0.00	0.00	444.71	0.00	843.74	788.30	-55.44
Church St Toilets Business Rates	67.37	67.36	67.37	67.37	67.36	67.37	404.19	404.19	0.00
Prentice St Water	0.00	180.35	0.00	0.00	218.44	0.00	398.79	362.72	-36.07
Prentice St non EV energy	40.45	37.27	44.17	26.32	28.51	30.49	207.21	225.84	18.63
Donation Points	194.05	35.90	35.90	35.90	35.90	35.90	373.55	377.14	3.59
Washroom Cleaning & Consumables	771.45	843.95	892.25	746.61	792.83	917.99	4,965.08	5,026.25	61.17
Washroom Minor Maintenance	110.00	1,360.50	0.00	0.00	304.99	274.97	2,050.46	1,470.50	-579.96
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Toilet Costs	1,266.61	3,066.28	1,119.69	947.37	1,958.73	1,408.05	9,766.70	9,169.14	-597.56
Water Street green maintenance	48.29	48.29	48.29	48.29	48.29	48.29	289.75	289.75	0.00
Water Street Business Rates	216.23	216.23	216.23	216.23	216.23	216.23	1,297.40	1,297.40	0.00
Water St	264.53	264.53	264.53	264.53	264.53	264.53	1,587.15	1,587.15	0.00
Small Grants (combined)	375.00	500.00	0.00	0.00	350.00	1,500.00	2,725.00	2,725.00	0.00
Christmas trees/lighting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Xmas Eve Community Carols	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1st Meadow summer facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	230.00	230.00
Bellward Award	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Events including Grants	375.00	500.00	0.00	0.00	350.00	1,500.00	2,725.00	2,955.00	230.00
EV Costs	179.72	76.14	138.77	113.34	12.64	12.64	533.25	547.97	14.72
Sinking Fund	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	6,000.00	6,000.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	333.33	333.33
Total Expenses	15,937.58	16,510.15	13,077.36	11,984.96	13,307.32	15,593.22	86,410.59	88,195.12	1,784.53
Surplus/(deficit)	-3,658.27	-2,822.73	-769.41	987.54	40.89	-2,927.23	-9,149.20	-11,957.04	2,807.84

		Mar 25	Sep 25	Increase/(decrease)	Notes
Fixed Assets		146,934.44	146,934.44	0.00	No change
Debtors		0.00	0.00	0.00	No change
Accrued Income		1,821.01	466.55	-1,354.46	Burial Income Accrued of £1,060 at March.
Prepayments		1,095.98	6,764.45	5,668.47	Mainly Business Rates and Insurance
VAT Refunds		3,926.07	1,647.70	-2,278.37	Playquip and Suffolk Street Lights VAT now recovered
		<u>6,843.06</u>	<u>8,878.69</u>	<u>2,035.64</u>	
Cash at Bank	Bus Prem	394,845.94	451,980.02		
	Current Acc	3,242.82	2,179.96		
		<u>398,088.76</u>	<u>454,159.98</u>	56,071.22	Precept for whole year received
Trade Creditors		-21,393.91	-6,314.45	-15,079.46	Playquip and Suffolk Street Lights now paid
Accruals		-16,511.59	-28,249.06	11,737.48	Legal Fee Accrual £8,000
Deferred Income		0.00	-67,832.66	67,832.66	Precept for whole year received
Lights Creditor		-129,600.30	-129,600.30	0.00	No change
		<u>-167,505.80</u>	<u>-231,996.47</u>	<u>64,490.68</u>	
Loans		-66,059.55	-62,824.93	-3,234.62	Capital Repayments made
Net Assets		<u>318,300.91</u>	<u>315,151.71</u>	<u>-3,149.20</u>	
General Funds		195,927.66	190,250.76	-5,676.90	The deficit YTD
Ballot Fund		4,800.00	3,527.70	-1,272.30	20 mph scheme Parish Poll Cost
Lavenham Funds in Trust		1,500.00	1,500.00	0.00	No change
Street Fair Fund		6,265.37	4,065.37	-2,200.00	VE Day and VJ Day and Christmas Event
Sinking Fund		46,995.64	52,995.64	6,000.00	Being increased by £1,000 per month
NCIL		62,812.24	62,812.24	0.00	No change
Total Reserves		<u>318,300.91</u>	<u>315,151.71</u>	<u>-3,149.20</u>	
Imbalance		0.00	0.00	0.00	



	B/F	Per I and E	VE Day and VJ Day	20 mph Poll	Christmas Event	Other	Other	C/F	
General Funds	195,927.66	-9,149.20	700.00	1,272.30	1,500.00	0.00	0.00	190,250.76	0.00
Ballot Fund	4,800.00	0.00	0.00	-1,272.30	0.00	0.00	0.00	3,527.70	0.00
NCIL	62,812.24	0.00	0.00	0.00	0.00	0.00	0.00	62,812.24	0.00
Lavenham Funds in Trust	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
Sinking Fund	46,995.64	6,000.00	0.00	0.00	0.00	0.00	0.00	52,995.64	0.00
Street Fair Fund	6,265.37	0.00	-700.00	0.00	-1,500.00	0.00	0.00	4,065.37	0.00
Total Reserves	318,300.91	-3,149.20	0.00	0.00	0.00	0.00	0.00	315,151.71	0.00

**Current**

31/08/2025	Balance Brought Forward	4,651.67
01/09/2025	Supplier Payment: Anglia Water	-444.71
01/09/2025	Supplier Payment: Anglia Water	-218.44
01/09/2025	Supplier Payment: HP Inks	-13.49
01/09/2025	Toilet Donations: Card	4.75
02/09/2025	Supplier Payment: Land Registry	-14.00
03/09/2025	Burial Income: Abbey	95.00
05/09/2025	Transfer from Premium Account	10,000.00
05/09/2025	Supplier Payment: Washroom Hub	-239.96
05/09/2025	NEST: Pension Payments	-174.33
08/09/2025	Supplier Payment: CAS Insurance	-2,685.35
08/09/2025	Supplier Payment: SALC	-43.20
08/09/2025	Supplier Payment: Village Hall	-72.00
08/09/2025	Supplier Payment: Onsite IT	-77.76
08/09/2025	Supplier Payment: Command Pest Control	-87.00
08/09/2025	Supplier Payment: Paul Holland	-455.00
08/09/2025	Supplier Payment: PKF Littlejohn	-756.00
08/09/2025	Supplier Payment: Infinity Cleaning	-864.40
08/09/2025	Andrew Smith: August Net Wages	-2,368.72
08/09/2025	Supplier Payment: Suffolk County Council	-1,200.00
08/09/2025	Supplier Payment: JPB Landscapes	-3,197.23
08/09/2025	Supplier Payment: British Gas	-13.27
10/09/2025	Supplier Payment: British Gas	-69.27
12/09/2025	Supplier Payment: British Gas	-29.93
16/09/2025	Lights Donation Hire Opus 14	300.00
17/09/2025	Supplier Payment: Paul Holland	-75.00
19/09/2025	Supplier Payment: EE	-12.96
19/09/2025	Burial Income: Halstead Memorial	265.00
22/09/2025	Supplier Payment: BT	-80.69
23/09/2025	Toilet Donations: Cash	170.00
26/09/2025	Supplier Payment: Paya	-43.08
29/09/2025	Toilet Donations: Cash	70.00
29/09/2025	Supplier Payment: HP Inks	-13.49
29/09/2025	Supplier Payment: Land Registry	-7.00
29/09/2025	Toilet Donations: Cash	54.15
30/09/2025	NEST: Pension Payments	-174.33
30/09/2025	Balance Carried Forward	2,179.96
30/09/2025	Per Bank Statement	2,179.96
		0.00

**Premium**

31/08/2025	Balance Brought Forward	398,525.98
05/09/2025	Transfer to Current Account	-10,000.00
08/09/2025	Interest Received	1,330.06
08/09/2025	Babergh Precept	61,166.00
12/09/2025	HMRC VAT refund	957.98
30/09/2025	Balance Carried Forward	451,980.02
30/09/2025	Per Bank Statement	451,980.02
		0.00

Today: 01 Oct 2025



LAVENHAM PARISH COUNCIL

**Transactions**

**COMMUNITY 20-83-50 00567094**

Available balance	£2,179.96
Last night's balance	£2,179.96
Overdraft limit	£0.00

Showing 6 transactions between 26/09/2025 and 30/09/2025 from 24/09/2025 to 01/10/2025

Date	Description	Money in	Money out	Balance
30/09/2025	Direct Debit NEST IT000007669739 DDR		-£174.33	£2,179.96
				2,179.96

Today: 01 Oct 2025



LAVENHAM PARISH COUNCIL

**Transactions**

**Business Premium ME 20-83-50 20567116**

Available balance	£451,980.02
Last night's balance	£451,980.02
Overdraft limit	n/a

Showing 4 transactions between 05/09/2025 and 12/09/2025 from 01/09/2025 to 01/10/2025

Date	Description	Money in	Money out	Balance
12/09/2025	Counter Credit HMRC VTR XSV126000100262 BGC	£957.98		£451,980.02

451,980.02