

MONKS ELEIGH PARISH COUNCIL

The Councillors of Monks Eleigh Parish Council are summoned to a Parish Council Meeting to be held on Monday 22nd September 2025 at 7.30pm at the Village Hall, Church Hill, Monks Eleigh

AGENDA

- 1. Apologies for absence**
- 2. To receive Members' Declarations of Interest and requests for dispensation from Councillors**
- 3. Minutes of Meetings** - to consider, approve and sign the Minutes of the meeting on 28th July 2025 as a true and accurate record.
- 4. To receive a report from the County Councillor, Cllr Robert Lindsay**
- 5. To receive a report from the District Councillor, Cllr Bryn Hurren**
- 6. Public Forum** – questions and comments relating to business on this agenda. Any other matters should be reported to the Parish Council or Clerk at another time
- 7. Planning**
 - a. Listed Building Consent has been granted to DC/25/02505 Application for Listed Building Consent - Replacement of x5 1980's single glazed casement windows to the rear of the property and 1x bay window to the front. Bay window to front of property is rotten and cannot be repaired see attached from joiner. Replacement of back door. At Old Cottage, The Street, Monks Eleigh
 - b. Babergh have approved the Discharge of Conditions Application for DC/23/01347 - Condition 6 (Facing Materials) Location: Alexanders, The Street, Monks Eleigh
 - c. DC/25/03093: Notification for works to trees in a Conservation Area - T1, T2, T3....All Scots Pine/ Reduce all 3 in height by 30% at Travellers Joy, Back Lane, Monks Eleigh
 - d. DC/25/03092: Notification of works to trees in a Conservation Area - T1 Golden Lawsons Cypress/ Reduce in height by 35 % T2 Golden Lawsons Cypress/ Reduce in height by 35% T3 Lawsons Cypress/Reduce in height by 40% T4 Lawsons Cypress/ Reduce in height by 25% T5 Thuja Cypress/ Reduce in height by 30% T6 Golden Lawsons Cypress/ Reduce in height by 30% T7.Golden Lawsons Cypress/Reduce in height by 30% T8 Thuja Cypress/ Reduce in height by 30% T9 Italian Cypress/Reduce in height by 35% T10 Golden Lawsons Cypress/ Reduce in height by 30% T11 Common Juniper/Reduce in height by 25% at Travellers Joy, Back Lane, Monks Eleigh
 - e. DC/25/03061: Notification of works to trees in a Conservation Area - T1 Silver Birch...Reduce crown by up to 30%. T2 Walnut Reduce crown by approximately 50% to limit the possibility of failure due to Bifurcation at approximately 1 metre from the base. T3 Field Maple Crown lift to 5 metres over lawn. T4 Oak Crown lift to 5 metres over lawn at Orchard House, The Street, Monks Eleigh
 - f. Amendment Details Approved for Application for a Non-Material Amendment relating to DC/24/05520 - Replace window with patio doors at 13 Lower Byfield, Monks Eleigh
 - g. Notification of works to Trees in a Conservation Area - no.1 Hazel - Reduce by 50%, Prune sides in away from the road & driveway. no.2 (4x) Cherry Trees – Crown reduce by 2.5 - 3 metres, giving clearance to utility wires and the road. Crown clean removing any deadwood. Location: Meadowbank, Brent Eleigh Road, Monks Eleigh
 - h. DC/25/03546: Application for Listed Building Consent. To completely block up side bathroom, 1980's
 - a. single glazed casement window, that is blocked up on the inside at Old Cottage, The Street, Monks Eleigh

- i. DC/25/03619: Notification of works to trees in a Conservation Area - 30% overall crown reductions to (T1) Ash tree and 2 (T2 and T3) Silver Birch trees. 30% overall reduction to (T4) Walnut Meadow House, Foysters Hall, Monks Eleigh
- j. DC/25/02812: Proposal: Householder Application - Removal of thatched roof and replacement with tiled roof at Fenshoe, Swingleton Hill, Monks Eleigh
- k. DC/25/03748 Proposal: Notification of works to trees in a Conservation Area - Two silver birch tree Both have been dead for at least 2-3 years, cut down and reduced to approximately 4 metres high, leaving the trunks in situ at that height but removing the risk of each tree falling due to wind. Location: Yeomans Cottage, The Street, Monks Eleigh
- l. Discharge of Conditions Application for DC/25/01644 - Condition 3 (Biodiversity Enhancement Measures) Location: The Manor Farmhouse, Tye Road, Monks Eleigh
- m. Discharge of Conditions Application for DC/25/01645 - 3 (Red Brick Plinth Details), 4 (Rainwater Goods), 5 (Eaves, Verges and Abutments) and 6 (Fenestration) Location: The Manor Farmhouse, Tye Road, Monks Eleigh

8. Finance

- a. To receive financial report and note income received
- b. From the RFO Report authorise payments made since the last meeting and to be made
- c. To review and approve the External Audit 2024-25
- d. To approve the updated Financial Regulations
- e. To approve annual pay award for the Clerk
- f. To appoint the Internal Auditor
- g. Asset Register – to update and approve

9. Updates / decisions on current topics

- a. **Flooding at Scrips Cross Bridge** – feedback from the river authority
- b. **The Causeway: arranging autumn maintenance including repairing the Back Lane Green**
- c. **Hedge on Brent Eleigh Road - to discuss how to cut the hedge beside the road**
- d. **Footpath and traffic calming on A1141 Brent Eleigh Road; Junction of Church Hill and The Street** – update on approach
- e. **Brett Valley DigiBus** – update on progress
- f. **Allotments** – to review their use
- g. **Five-a-side Football Pitch** – update
- h. **Play Equipment** – to agree a schedule to regularly inspect the play equipment
- i. **Church Walk Footpath – renew surface and on playing field** – update
- j. **H-Lines at Church Hill** – update

10. Policies / Controls / Governance

- a. **Local Government Re-organisation** - to receive verbal feedback on recent meeting, published proposal and consider the parish council's response
- b. **People and Place Plan** – update, discuss and agree our approach

11. Action List Review

12. Councillors Reports

13. Date of next meeting: 24th November 2025

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



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17.9.25