

**Minutes of Stanstead Parish Council Extraordinary Meeting
held at Stanstead Village Community Centre, Stanstead
on Monday 30th June 2025 at 7.30pm**

Present: Stanstead Parish Council (SPC): Cllr D Harkness, Cllr D Wilson, Cllr A Green, G Claydon (Parish Clerk - Minutes)

Absent: Babergh District Council (BDC): Cllr M Holt, Cllr S Plumb. Suffolk County Council (SCC): Cllr R Kemp. No members of the public or press were present.

01.06.25ex	Chairman's Welcome and apologies for absence Meeting opened at 19:36 by Cllr D Harkness who thanked all those attending. Apologies for absence received from Cllr R Kemp & Cllr M Holt.
02.06.25ex	For members to declare any interests they may have on items on the agenda and agree any dispensations to stay a. Disclosable Pecuniary Interests b. Other Registrable Interests c. Non-Registerable Interests 2 Cllrs advised that they have interest and dispensations but that they do not relate to any items on the agenda.
03.06.25ex	Public Forum members of the public are invited to question Councillors and /or speak on any Parish matters No members of the public were present.
04.06.25ex	To discuss neighbourhood plan and finalisation of neighbourhood plan survey Discussed and acknowledged the Government's decision to withdraw funding for neighbourhood plans and that the Parish Council awaits advice and guidance from the District Council. Discussed minor amendments to the survey. Resolved unanimously to advise consultant of minor amendments to the survey including removing numbering as per consultant's suggestion. To go ahead and deliver a copy of the final survey to all households for completing online or in hard copy. Resolved unanimously to use Section 137 funding for the two £50 prizes in the prize draw for completing the survey, as per advice from Suffolk Association of Local Councils.
05.06.25ex	To agree and adopt Co-option of Councillors Policy Discussed the wording and application of the policy. Resolved unanimously to apply 2 minor amendments and to adopt the resulting Co-option of Councillors Policy.
06.06.25ex	To agree and adopt Casual Vacancy Guidance Resolved unanimously to adopt the casual vacancy guidance.

07.06.25ex	To discuss planning applications including: DC/25/1743 Erection of two-storey rear extension, Tivoli Cottage, Lower Street, Stanstead, Sudbury CO10 9AH Discussed planning application DC/25/1743 and it was acknowledged that the Parish Council expressed its concerns to planning and building control on 1st April 2025 regarding works taking place at Tivoli Cottage. Both building control and planning enforcement were subsequently involved as a result of the contact made by the Parish Council. Resolved unanimously that there were no objections to application DC/25/1743 on the basis that neighbours will not be overlooked.
08.06.25ex	Matters to be brought to the attention of the Councillors /items for the next meeting's agenda • To discuss Portable Appliance Testing • To discuss Fire Risk Assessment
09.06.25ex	Date of next meeting – Monday 28th July 2025

Meeting Closed at 20:39

Name:David Harkness..... Position:Chair.....

Date:28.7.2025..... Time:19.45.....

Signature: Hard copy retained on file has been signed and all pages initialled