

STRADISHALL PARISH COUNCIL
Minutes of the meeting held on Monday 9th September 2019

Councillors present: Ady Swift (Chairman), Adrian Lee (Vice Chairman), Ian Hutchinson, Ed Hollingsworth, Robert Deeks and Jonathan Masefield.

Also present Joanne Kirk (Clerk), District Councillors Marion Rushbrook and Jim Meikle and County Councillor Mary Evans

1. Acceptance of apologies for absence

Apologies were received from Debbie Gates. District Councillor Karen Richardson also sent her apologies.

2. Declaration of Interest in items on the agenda and dispensation requests.

No councillors declared an interest in items on the agenda. No dispensation requests were made.

3. Approval of minutes of the meeting held on Monday 1st July 2019

It was resolved that the minutes were correct. The chairman then signed them.

4. County Councillor's Report

Mary Evans thanked the Parish Council for the invitation to the family day in July which was great fun.

Speeding

She gave details of speeding convictions in the last six months. Nine people were given speeding tickets driving through Stradishall

Clare Community Hub

She has been working with West Suffolk and Clare Town Councils to set up a community hub in Clare. Initially it will operate on Mondays in the library as a CAB advice centre, but the plan is to develop it further.

Domestic Abuse

The Suffolk Safeguarding Report highlights the fact that rural victims of domestic abuse take much longer to seek help than those in urban areas

Children's Services

Suffolk has an outstanding children's services team. The total number of children in need, with a Protection Plan and in care is 3,153, a slight reduction on last year.

Schools

Schools in Suffolk have seen an improvement in results across a range of subjects at GCSE level.

MMR vaccine

Suffolk bucks the national trend for vaccine rates as the UK loses its 'measles free' status. Vaccination rates in Suffolk at the end of March 2019 reached 94.5% for the first MMR dose and 90.3% for the second booster dose compared to the national rate of 87.2 %.

Suffolk Trading Standards

Suffolk has a strong and effective Trading Standards team operating at the Port of Felixstowe and they prevented nearly one million unsafe items entering the UK consumer market in the last year.

Suffolk is one of the few authorities to host a dedicated Imports Team. As well as protecting the public from unsafe items, the team's work also helps to protect legitimate businesses trying to compete on a level playing field.

5. District councillors 'reports

Karen Richardson and Marion Rushbrook

West Suffolk County is conducting a Rural Survey to gain a clearer idea of the issues affecting Rural Communities.

Jim Meikle

He attended a briefing on the new West Suffolk Local Plan, which will take 3 to 5 years to construct. West Suffolk Council is encouraging parish councils to undertake a Neighbourhood Plan, but they are a huge amount of work, expensive, and they are only taken into consideration when they concur with the local plan.

He is hoping to arrange a meeting of parish council chairs in his area to discuss their priorities.

He has been appointed to the West Suffolk Community Safety Partnership as one of two District council representatives and to the Standards Committee overseeing the conduct of both District, Town and Parish councillors and dealing with complaints.

6. Police issues

There were no police issues to report.

7. Update on list of actions agreed at the last meeting

There were no outstanding councillor actions.

8. Finance

a) Approval of any payments and signing of Schedule of Payments

It was resolved that the following payments would be approved:

- HMRC – PAYE - LGA 1972, s111 – **£142.20**
- Risby PC – print cartridge - LGA 1972, s111 – **£6.24**
- Risby PC – annual phone costs - LGA 1972, s111 – **£21.61**
- J P Kirk - expenses - LGA 1972, s111 – **£29.70**
- K Hutchinson and Son – hedge cutting – Open Spaces Act 1906, ss 9 & 10 - **£189.00**

b) Approval of payments authorised between meetings

One payment was authorised between meetings – Nixon Ltd - toilet hire for village event – GPC - **£102.00**

c) Receipts and Payments (including online payments) made since the last meeting

Receipts		Details		Amount
30/07/19		Proceeds from village event		£236.40
08/08/19		National Playing Field Association - grant for playing field		£2,500.00
Payments	Minute reference	Details	Method	Amount
02/07/19	207/7a	J P Kirk - expenses	Online	£24.98
02/07/19	207/7a	Risby PC - 1/6 of cost of print cartridge	Online	£6.24
08/07/19	207/7a	HMRC - PAYE	Online	£142.20
09/07/19	2197/8e & 206/16c	Adrian Lee Contract Services - grass cutting and playing field repairs	Online	£960.00
10/07/19	Authorisation slip 001	John Nixon Ltd - toilet hire for village event	Online	£102.00
10/07/19	191/6g	Risby PC - pension payment	S/O	£15.00
30/07/19	191/6f	Staff costs	Online	
01/08/19	207/7a	Sovereign for gym equipment	Online	£5,000.00
02/08/19	207/7a	Sovereign for gym equipment	Online	£5,000.00
10/08/19	191/6g	Risby PC - pension payment	S/O	£15.00
12/08/19	207/7a	Sovereign for gym equipment	Online	£5,000.00
13/08/19	207/7a	Sovereign for gym equipment	Online	£5,000.00
14/08/19	207/7a	Sovereign for gym equipment	Online	£1,897.16

30/08/19	191/6f	Staff costs	Online	
----------	--------	-------------	--------	--

d) Bank balances as of 30th August 2019

Current account: £5,522.41 **Reserve account:** £7,414.36

Jonathan Masfield verified and signed the bank statements.

e) Signatory to complete the checklist of Internal Controls

Jonathan Masfield completed and signed the checklist of internal controls.

f) Six-month budget review

There is a budget deficit of £4,191 due to the purchase of the play equipment, but this is covered by lottery funding of £8,397 received in 2018/19. VAT from 01/04/19 until 31/07/19 has also been reclaimed. £5,427.45 was received on 19th August 2019.

9. Planning

a) DC/19/0540/TCA – felling of ash tree

Stradishall Parish Council objected to the proposal to fell the ash tree detailed in this application. The planning officer Falcon Saunders upheld this, and the decision notice stated that the ash tree was to be crown reduced not felled. On 20th July 2019 a resident notified the Parish Council that the tree had been felled. The clerk rang Falcon Saunders to find out why the tree had been felled. He explained that he was unaware that there was an existing application for the site, DC/18/1265/FUL, when he viewed the TCA application.

The applicant then applied to discharge one of the conditions of DC/18/1265/FUL – the soft landscaping scheme. At this point it was agreed that the ash tree should be removed due to its proximity to the new house and the roots would be harmed by the construction. New hornbeams would be planted once the house has been built as in the long term this would be an improvement to the site.

It was resolved that the clerk would write a letter of complaint to the Head of Planning, David Collinson, as the TCA application appears to have been a waste of time and resources.

b) DC/19/1479/FUL - Planning Application - (i) 1no. dwelling (ii) relocation and conversion of existing out buildings to 2no. ancillary workshops (iii) siting of sewage treatment tank (iv) creation of wildlife pond

Although this application is in Cowlinge the nearest properties affected are in Stradishall. Councillors expressed disappointment that Stradishall Parish Council had not been consulted and that the closest properties had not been notified. It was resolved that the clerk would contact the Planning Officer, Kerri Cooper, about the application.

10. Highways/rights of way matters/tree or transport issues:

a) Suffolk County Council's Green Access Strategy consultation which ends on Friday 20th September

It was resolved that the clerk would submit a response on behalf of the Council.

b) Grit bin guidance from Suffolk County Council

Ady Swift agreed to check whether the grit bins needed topping up and mark the exact locations on the map.

c) Possible locations for a Vehicle Activated Sign

Ady Swift agreed to complete the application form detailing possible sites along The Street in St Margaret's Place, The Street near the church and on Edmunds Hill. The clerk agreed to email a letter to give to nearby residents.

d) Directional sign near Highpoint Prison

One of the directional signs near Highpoint Prison is pointing the wrong way. Robert Deeks agreed to email a photo and the clerk agreed to report it.

11. West Suffolk Council's consultation on its Affordable Housing Supplementary Planning Document

It was resolved that the clerk would submit a response on behalf of the Council.

12. Playing Field issues

a) Play inspection report.

The monthly report states that *'a number of fixing(s) have not been tightened - Secure all loose fixing.* Adrian Lee confirmed that the loose fixings had been tightened.

The report also stated that *'the timber has a number of splits (shakes) although these are not considered to be a problem at present. Monitor to ensure the splits do not cross through fixing points of the structure and cause any instability'*

The Annual Report has not been received yet, but the clerk rang WSC on Friday 6th September. They have received the report which should be emailed out shortly. Everything in the report is low risk, though the report states that *'There are a number of splits and shakes which may allow water ingress which may accelerate the rotting process'*.

Sovereign has confirmed that there is a 20-year guarantee on the timber against rot or infestation as per their email dated 5th August 2019. It was resolved that the clerk would be authorised to make the remaining payment of £2,100.17 to Sovereign.

b) Feedback from the village event on 20th July

The village event was a great success and feedback about the event and the new play equipment was very positive. The proceeds from the event once expenses have been paid were £96.55. It was resolved that this money would be put towards the purchase of a new picnic bench in the spring.

c) Installation of fencing and height barrier

The VAT for the play equipment has now been reclaimed. It was resolved that Adrian Lee Contract Services would install fencing on the field and a height barrier as per the original quote and that the payment of £2,800 + VAT for the fencing and £1,600 + VAT for the height barrier would be approved.

d) Quote for sign explaining gym equipment

The quote from Sovereign was £835.80 including VAT however this includes a timber frame and posts, installation costs and removal of spoil from the site. It was resolved that the clerk would find out if Sovereign would supply the diagram without the frame.

e) Email from Abbeygate Leisure

Marion Rushbrook agreed to contact Abbeycroft leisure about a possible 'bootcamp' or similar in spring 2020.

f) Tree overhanging the entrance to the playing field

A tree is overhanging the entrance to the playing field. It was resolved that a TCA application would be submitted for the removal of the tree. Adrian Lee agreed to email a photo for the clerk to submit with the application.

13. To approve the Council's policy for taking photographs at village events

It was resolved that the Parish Council's policy with regard to taking photos at events would be to obtain permission from anyone being photographed. The clerk agreed to prepare a consent form.

14. Village issues

a) Affordable housing questionnaire

It was resolved that an article would be included in the next newsletter explaining affordable what is meant by affordable housing, thanking residents who took part in the survey and asking residents to contact the Parish Council if they would like more guidance. The Parish Council will now review the feedback from the surveys.

b) Rural issues to raise with West Suffolk Council

It was resolved that the clerk would prepare a response to submit to West Suffolk Council raising the following rural issues:

- Funding for rural communities

- Rural housing
- Affordable housing
- Speeding and lack of enforcement
- Tackling social isolation
- The lack of infrastructure for cycling and walking
- Lack of police and contact with Police particularly since the SNT moved to Haverhill.

15. Correspondence

a) Letter from Robert Everitt the newly appointed portfolio holder for Families and Communities about how West Suffolk Council can work with town and parish councils in future

It was resolved that the clerk would respond on behalf of the Parish Council explaining that the most useful events for parish councils are smaller events with parishes of a similar size as issues vary considerably from parish to parish. Coming to meetings Workshops or 'meet up's with other parishes allow councillors to share experiences about local issues. The most successful way to bridge the gap between the District and County Council is when councillors attend meetings and listen to village specific issues.

There being no further business the meeting closed at 9.10pm.

Signed (Chairman) Dated